

# DEPARTMENT OF JUVENILE JUSTICE

## FISCAL YEAR 2012 ANNUAL REPORT



COMMONWEALTH OF KENTUCKY  
STEVEN L.BESHEAR, GOVERNOR

JUSTICE & PUBLIC SAFETY CABINET  
J. MICHAEL BROWN, SECRETARY

DEPARTMENT OF JUVENILE JUSTICE  
A. HASAN DAVIS, COMMISSIONER

*DECEMBER 28, 2012*

Requests for copies of this report or inquiries concerning its contents should be directed to:

Kentucky Department of Juvenile Justice  
Public Information Office  
1025 Capital Center Drive, 3<sup>rd</sup> Floor  
Frankfort, KY 40601  
Telephone: 502/573-2738  
Fax: 502/573-0307  
E-mail: Stacy.Floden@ky.gov

The Commonwealth of Kentucky does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. This annual report is available in accessible format upon request.



DJJ Organization	1
DJJ Organizational Chart	2
DJJ Facilities	3-5
Achievements	6- 15
Support Services	16-35
Community and Mental Health	36-40
Program Operations	41-51
Youth Service Charts	52-55



## JUSTICE AND PUBLIC SAFETY CABINET

**Steven L. Beshear**  
Governor

**Department of Juvenile Justice**  
1025 Capital Center Drive, 3<sup>rd</sup> Floor  
Frankfort, Kentucky 40601-8205  
Phone (502) 573-2738  
Fax (502) 573-4308  
[www.kentucky.gov](http://www.kentucky.gov)

**J. Michael Brown**  
Secretary

**A. Hasan Davis**  
Commissioner

I am proud to introduce the Fiscal Year 2012 Annual Report for the Kentucky Department of Juvenile Justice (DJJ). This report reflects the hard work and dedication of our more than 1300 employees; and their care and concern for the youth of our Commonwealth.

Just as importantly, this report also reflects the maturity of the department, as we reach the 16th anniversary of the legislation that created DJJ on December 16, 1996. The report shows that we are firmly established as a professional organization and that we are moving forward.

You may note time and again that our facilities at every level have passed their audits, both internal and external. Meeting the nationally-recognized standards has become a way of life as we go about the business of fulfilling our dual mandates of developing our troubled youth and protecting the public.

Fiscal Year 2012 has been a busy one for our department. Kentucky has been invited to participate in the Juvenile Detention Alternatives Initiative through the Annie E. Casey Foundation and I have been asked to take part in the Juvenile Code Task Force along with other key stakeholders across the Commonwealth to study overhauling the Kentucky juvenile code. As an agency, we have also been tasked with complying with the 2012 Prison Rape Elimination Act standards for juvenile facilities. We are working diligently on an implementation plan to address the requirements set forth in the standards. The department has a lot of work to do, but I am confident that if we work together, we can achieve all of our goals.

Lastly, I would be remiss if I didn't mention how proud I am of this department for receiving the Golden Eagle Award. The American Correctional Association (ACA) presented its highest honor for commitment to excellence to DJJ for our work in achieving ACA accreditation in all of our facilities, training academy, central office and community and mental health division. We are only the second juvenile justice system in the nation to claim such an accomplishment.

I look forward to the continued collaboration with those who have an interest in Kentucky's juvenile justice system and I hope this annual report shows the hard work and dedication that has been demonstrated by our staff throughout this fiscal year and in the future.

Sincerely,

A handwritten signature in cursive script that reads "Hasan Davis".

Hasan Davis  
Commissioner

***Kentucky Department of Juvenile Justice*** is one of five departments under the Kentucky Justice and Public Safety Cabinet. The department is responsible for prevention programs for at-risk youth, court intake, pre-trial detention, residential placement/treatment services, probation, community aftercare/reintegration programs and youth awaiting adult placement or court.

The Kentucky Department of Juvenile Justice was established in 1996 with the passage of House Bill 117 by the Kentucky's General Assembly. In providing services, the department supports and believes in the complete involvement of both family and the community in the rehabilitation process. The Kentucky Department of Juvenile Justice is a free-standing agency in the executive branch.

The Kentucky Department of Juvenile Justice's mission is to improve public safety by providing balanced and comprehensive services that hold youth accountable, and to provide the opportunity for youth to develop into productive, responsible citizens.

The Kentucky Department of Juvenile Justice's vision is to be an organization of well trained professionals dedicated to the positive development of youth who contribute to safe and caring communities.

## DJJ Organization

The Kentucky Department of Juvenile Justice (DJJ), under the leadership of its Commissioner, coordinates juvenile delinquency prevention, intervention and rehabilitation services for the Commonwealth. The Commissioner provides direction and oversight of all juvenile justice programs and services through the department's three main organizational sectors: Program Operations, Community and Mental Health and Support Services.

**Program Operations** includes four regional divisions (East, West, Southeast, and Central). The four regional divisions provide oversight of the daily operations of juvenile detention centers, day treatment centers, group homes, and residential facilities. The Placement Services Division also falls under Program Operations. Placement Services administers juvenile classification and placement functions, juvenile transportation services, detention alternative programming management and liaison service with private child care contractors.

**The Community and Mental Health Services Division** provide services primarily to community youth and consultations to the staff in the community, group homes, day treatment centers, and residential programs. **Mental Health** Branches established in the East, Central and West regions employ regional psychologists and their staff to provide assessment functions; including psychological evaluations requested by the courts; juvenile sex offender assessments and reassessments; crisis consultation (suicide evaluation, school violence assessment); drug/alcohol assessment; and mental health assessment. In addition, Mental Health Branches provide treatment functions; including juvenile sexual offender treatment, drug/alcohol counseling, mental health counseling, specialty groups (parenting, anger management), and consultation. **Community Services** is responsible for the juveniles probated and committed to the department from all 120 counties of the Commonwealth. Juvenile service workers assess each youth's needs for supervision and services and play a vital role in the decisions for out-of-home placement, supervision of the youth, and brokering for services within the community.

**Support Services** includes Program Services, Administrative Services, Professional Development, and Medical Services.

**Program Services** staff is responsible for program development, quality assurance monitoring of agency and contract facilities, federal grant management, staff support to the Juvenile Justice Advisory Board, classroom and vocational educational programs, and the department's policy and research efforts.

**Administrative Services** has responsibility for all fiscal, personnel, capital construction and information systems processes.

**Professional Development** is responsible for the operation of the department's pre-service training academy and all in-service training programs for DJJ staff.

**Medical Services** professionals oversee the administration of medical and dental services for youth within the agency's residential programs.

# **Organizational Chart**

## **Commissioner**

**Deputy Commissioner**  
Program Operations

**Director**  
Placement Services  
West  
Central  
East  
Southeast

**Facilities Regional Administrators**  
West  
Central  
East  
Southeast

**Superintendents**  
West  
Central  
East  
Southeast

**Branch Manager**  
Classification  
Transportation  
Alternative Services

**Deputy Commissioner**  
Community & Mental Health

**Director**  
Community & Mental Health

**Regional Psychologists**  
West  
East

**Branch Managers**  
West  
Central  
East  
Southeast

**District Supervisors**  
West  
Central  
East  
Southeast

**Deputy Commissioner**  
Support Services

**Director**  
Administrative Services  
Medical Services  
Professional Services  
Program Services

**Assistant Director**  
Program Services

**Branch Manager**  
Quality Assurance  
Education  
Fiscal  
Information Systems  
Personnel  
Construction and Real Properties  
Training

**Supervisor**  
Grants

**\*\*\*General Counsel/Legal Services falls under the Commissioner**

**\*\*\*Ombudsman and Executive Staff Advisor reports directly to Commissioner**

## DJJ Youth Development Centers

The Kentucky Department of Juvenile Justice operates nine (9) treatment oriented **Youth Development Centers** in Kentucky. Each program has a section of the building dedicated to education. Youth attend school and all programs offer the youth educational alternatives, such as graduation or GED track, as well as vocational opportunities. Some youth are able to receive college credit through the virtual university program. Individual, group, and family counseling are also provided.

Youth are placed in the least restrictive available program which is closest to their home and can meet their individual treatment needs. This helps the youth stay connected to their family with visits and counseling, as well as transition/aftercare services back to their home, school, and community. Youth may be allowed furloughs to assist in treatment and transition/aftercare planning. Some youth are discharged home after completion of a youth development center program, while others may step down to a less restrictive placement, such as a group home, private child care, or therapeutic foster care.

DJJ operated **Youth Development Centers** include:

- Adair YDC (in Columbia)
- Audubon YDC (in Louisville)
- Green River YDC (in Cromwell)
- Lake Cumberland YDC (in Monticello)
- Mayfield YDC (in Mayfield)
- Morehead YDC (in Morehead)
- Northern Kentucky YDC (in Crittenden)
- Owensboro Treatment Center (in Owensboro)
- Woodsbend YDC (in West Liberty)

## Cadet Leadership Education

The **Cadet Leadership and Education Program (CLEP)** is a specialized Youth Development Center in Jackson, KY. CLEP stands as an evolved form of boot camp, as it combines traditional military drilling and regimen with intensive therapeutic services and supported transition back to the community.

This program serves adjudicated male delinquents, ages fourteen to seventeen (14-17). Youth participate in the program for a minimum of eight months, including four months of residential treatment and four months of supervised community placement. Ten youth and one youth counselor, as well as several youth workers, are assigned to each platoon. The youth counselor, along with facility youth workers, provides services to youth during both the residential and community phases of the program, thus allowing for continuity of treatment.

**CLEP** Program Goals include:

- Promoting discipline through physical conditioning and teamwork
- Instilling values of responsibility and a healthy work ethic
- Increasing academic achievement
- Encouraging participants to become productive, law-abiding citizens
- Ensuring that offenders are held accountable for their actions
- Eliminating drug and alcohol involvement



# DJJ Day Treatment

The Kentucky Department of Juvenile Justice operates six (6) **Day Treatment (DT) programs**. Day Treatments are non-residential programs that provide education and intensive services to youth who live at home, in a foster home, or a group home and report to the program as required.

Day Treatments provide community-based services for eligible youth:

- To prevent further involvement with the juvenile justice system
- To prevent placement out of the community
- To return the youth back to the community after residential placement

Youth in the Day Treatment are provided with a normal school schedule with highly individualized instruction. These programs provide specialized services designed to meet the individual needs of each youth. The Day Treatments utilize an effective balance of treatment, education and graduated sanctions to redirect troubled youth.

DJJ operated **Day Treatment facilities** include:

- Ashland DT (in Ashland)
- Christian County DT (in Hopkinsville)
- Hardin County DT (in Elizabethtown)
- Louisville DT (in Louisville)
- Northern Kentucky DT (in Covington)
- Owensboro DT (in Owensboro)

# DJJ Regional Juvenile Detention Centers

The Kentucky Department of Juvenile Justice operates nine (9) secure **Regional Juvenile Detention Centers** that provide secure detention to all counties in Kentucky. The Detention Centers provide programs with a wide range of services including: education, counseling, acute medical and mental health care, behavior management, observation and assessment, as well as continuous supervision.

DJJ operated **Regional Juvenile Detention Centers** include:

- Adair RJDC (in Columbia)
- Boyd RJDC (in Ashland)
- Breathitt RJDC (in Jackson)
- Campbell RJDC (in Newport)
- Fayette RJDC (in Lexington)
- Laurel RJDC (in London) – CLOSED
- Lincoln Village RJDC (in Elizabethtown)
- McCracken RJDC (in Paducah)
- Warren RJDC (in Bowling Green)

# DJJ Group Homes

The Kentucky Department of Juvenile Justice operates ten (10) Group Homes that serve a variety of youth needs. Some group homes also function as step-down programs for youth leaving a Youth Development Center that could benefit from a less restrictive level of care before they return home.

Group homes use either day treatment or local public schools for the educational component. Individual and group counseling, substance abuse treatment and community service are all elements of group home programs.

A group home houses up to ten (10) youth who require a less structured setting than youth in development centers.

DJJ operated Group Homes include:

- Ashland GH (in Ashland)
- Bowling Green GH (in Bowling Green)
- Burnside GH (in Burnside)
- Frankfort GH (in Frankfort)
- Frenchburg GH (in Denniston)
- Hopkinsville GH (in Hopkinsville)
- London GH (in London)
- Middlesboro GH (in Middlesboro)
- Murray GH (in Murray)
- Westport GH (in Louisville)

## **Achievements**

The partnership between the Department of Juvenile Justice (DJJ) and Henderson County began in fall of 2010 when DJJ was contacted by the District Court Judge to discuss the 2009 Kids Count Data. More specifically, the Judges were interested in reducing the number of youth detained and committed in Henderson County because it had one of the highest rates of juvenile detention in the state for status and public offenders. As a result of this inquiry and request for assistance, DJJ assembled a team in 2011 to provide technical assistance to Henderson County. DJJ developed a computer database to capture and analyze the data from 290 court cases, which included both status and public offenses. DJJ worked in Henderson from March of 2011 until July of 2011 reviewing court files and imputing information into the system. Once the data collection was completed and the information was analyzed, a plan to address the concerns was conceptualized based on the data extracted.

In addition to the data collection process, DJJ, the Henderson County Attorney and Henderson County Circuit and District Court Judges created a core group of stakeholders that met monthly from May through October of 2011. The core group discussed creative solutions regarding how the county could address the juvenile issues that existed in Henderson, spoke to national experts to discuss programs that were effective in other jurisdictions, and visited other model programs in other states. DJJ also convened (six) 6 different focus groups throughout Henderson comprised of community citizens, teachers, and youth to discuss the status of juveniles and general issues that affected juveniles in Henderson County.

Some of the findings of the data collection were:

- The top three petition sources are law enforcement, school, and parents/caregivers
- The top petition source for contempt of a Valid Court Order (VCO) for status offenders was parents
- Remands to detention occurs at the highest rate in situations where youth are charged with Contempt of Court on an underlying Status offense
- The top service referrals for Family Court are the Department for Community Based Services (DCB) Impact, and Involvement
- The top service referrals for District Court are DJJ and Involvement

Some of the findings of the focus groups were:

- Henderson has a lack of services in the community to address the needs of youth
- The home structures of youth were mostly single parents
- Henderson County High School is very big and youth do not have a lot of assistance available to meet their concerns or needs

As result of the data analysis the recommendations for Henderson County were:

1. Henderson County should develop and implement a program for screening youth for potential service referral needs prior to entering the court system. A key component of an effective service referral system is the utilization of an assessment to determine the service needs of youth<sup>1</sup>. A well-developed system that utilizes a research-based assessment tool can guide the court in determining what services are needed, and which can, when utilized; potentially divert youth from detention placements later in the court process.
2. In conjunction with the development of a screening program, Henderson County should develop procedures to increase service referrals to address the needs and areas of concern for status offenders and minor public offenders. Despite the lack of screening and completion information, the data indicates that early utilization of particular service referrals reduces the likelihood of detention usage later in the court process.
3. Within available resources, Henderson County should consider developing a “Service Coordinator/Case Manager” position (either with an existing position or through the creation of a new position). Having a dedicated Service Coordinator/Case Manager could benefit the court in many ways, specifically through tracking service referrals and ensuring that youth complete these referrals, or that they are brought back before the court in a timely manner to determine the reason why the referral was not completed. Fully coordinated services can be the key to preventing detention placements later.
4. Henderson County should implement the FARRIS database within the normal court process in order to continue to gather data for analysis. Inputting key information into the FARRIS database will allow Henderson County to track the implementation of recommendations and to evaluate the effectiveness of the recommendations in this report. A commitment to this would necessitate some county resources for staff to enter information from court hearings, but this would also demonstrate Henderson County’s commitment to using data to make informed decisions to best improve court services.

In order to address all the needs presented, in the spirit of collaboration, the School Director of Pupil Personnel, the County Attorney and DJJ conceptualized a model for prevention that will be housed in the Henderson County School System that will be implemented in January 2013. The group developed the Henderson County Center for Youth Justice and Services (CYJS). The goal of the center is to reduce the detention rates and the number of youth that are referred to the Court System. CYJS was created to conduct assessments for youth to determine what level of services a youth needs, to promote school and community safety, to foster a restorative culture by integrating a restorative justice program within the school system and the juvenile criminal justice system, and to provide resources to youth in need of assistance.

---

<sup>1</sup> Annie E. Casey Pathways to Detention Reform series, “Controlling the Front Gates: Effective Admissions Policies and Practices.” Volume 3

The CYJS will house different programs that have been identified to address certain needs and behavior of the youth. Those programs include restorative justice conferencing, the school house adjustment program model that has been implemented in Memphis, TN; a counseling component; a mentoring component and a community service referral component.

In April 2012, the Department established a strategic planning action committee or S.M.A.R.T. Team. The members of this group are comprised of participants from the strategic planning meetings and represent different levels of staff within the Department. The objective of the S.M.A.R.T. team is to assist in the execution of the initiatives developed as a result of the strategic planning process and that addressed the following focus areas: Communication; Treatment; Youth Services; Staff Morale; Training; Community and Residential; Technology; Background Checks; Administrative Operations; and Policy Development. The group has had several meetings throughout the year to discuss and implement initiatives identified by staff at the strategic planning meetings. As of date, the following initiatives have been implemented or are in the process of being developed and implemented by the Department:

- 1) Strengthen and promote the internal suggestion system so that staff can continue to make suggestions to central office
- 2) Increase staff involvement in policy making
- 3) Create uniform Standard Operations Procedures for all service areas/facility types- In process
- 4) Complete Child Abuse and Neglect central Registry checks- In process
- 5) Increase staff access to JORI/Booking System
- 6) Develop a video message from the Commissioner to staff
- 7) Increase youth worker access to computers
- 8) Implement a fitness/wellness program
- 9) Evening Reporting Center-Development in process
- 10) Prevention Program- Henderson County Program
- 11) Evening Reporting Center-Development in process
- 12) Prevention Program- Henderson County Program
- 13) Increase communication and interaction between community and residential staff to enhance the treatment of the youth- In process

The Department of Juvenile Justice has worked with American University Washington College of Law's project on Addressing Prison Rape to train Executive Staff and leadership regarding the Prison Rape Elimination Act (PREA).

On August 20 of 2012, the United States' Justice Department issued the final rule to prevent, detect, and respond to prison rape. This historic rule identifies national standards to assist in the protection of individuals in confinement.

The standards have three clear goals: to prevent, detect and respond to sexual abuse.

Prevent: To prevent sexual abuse, the standards require, among other things, that facilities:

- Develop and maintain a zero-tolerance policy regarding sexual abuse;
- Designate a PREA point person to coordinate compliance efforts;
- Screen inmates for risk of being sexually abused or sexually abusive, and use screening information to inform housing, bed, work, education and program assignments;
- Develop and document a staffing plan that provides for adequate levels of staffing and, where applicable, video monitoring;
- Train employees on their responsibilities in preventing, recognizing and responding to sexual abuse;
- Perform background checks on prospective employees and not hire abusers;
- Prevent juveniles from being housed with adult inmates or having unsupervised contact with adult inmates in common spaces;
- Ban cross-gender pat-down searches of female inmates in prisons and jails and of both male and female residents of juvenile facilities;
- Incorporate unique vulnerabilities of lesbian, gay, bisexual, transgender, intersex and gender nonconforming confined individuals into training and screening protocols;
- Enable confined individuals to shower, perform bodily functions and change clothing without improper viewing by staff of the opposite gender;
- Restrict the use of solitary confinement as a means of protecting vulnerable inmates; and
- Enter into or renew contracts only with outside entities that agree to comply with the standards.

Detect: To detect sexual abuse, the standards require, among other things, that facilities:

- Make confined individuals aware of facility policies and inform them of how to report sexual abuse;
- Provide multiple channels for inmates to report sexual abuse, including by contacting an outside entity, and allow confined individuals to report abuse anonymously upon request;
- Provide a method for staff and other third parties to report abuse on behalf of an inmate;
- Develop policies to prevent and detect any retaliation against those who report sexual abuse or cooperate with investigations; and
- Ensure effective communication about facility policies and how to report sexual abuse with inmates with disabilities and inmates who are limited English proficient;

Respond: To respond to sexual abuse, the standards require, among other things, that facilities:

- Provide timely and appropriate medical and mental health care to victims of sexual abuse;
- Where available, provide access to victim advocates from rape crisis centers for emotional support services related to sexual abuse;
- Establish an evidence protocol to preserve evidence following an incident and offer victims no-cost access to forensic medical examinations;
- Investigate all allegations of sexual abuse promptly and thoroughly, and deem allegations substantiated if supported by a preponderance of the evidence;
- Discipline staff and confined individual assailants appropriately, with termination as the presumptive disciplinary sanction for staff who commit sexual abuse;
- Allow confined individuals a full and fair opportunity to file grievances regarding sexual abuse so as to preserve their ability to seek judicial redress after exhausting administrative remedies; and
- Maintain records of incidents of abuse and use those records to inform future prevention planning.

In addition, the standards require that each facility be audited every three years to assess compliance beginning in August of 2013.

The Department of Juvenile Justice is working diligently to implement all of the federal standards.



**KENTUCKY DEPARTMENT OF JUVENILE JUSTICE RECEIVES HIGHEST HONOR**  
*DJJ Recognized as the Second Juvenile Justice System to Obtain Golden Eagle Award*

**Frankfort, Ky.,** -- The American Correctional Association (ACA) has presented its highest honor for commitment to excellence, the Golden Eagle Award, to the Kentucky Department of Juvenile Justice (KYDJJ) for its work in achieving ACA accreditation in all of its facilities, the training academy, central office and community and mental health division. According to the association, KYDJJ is only the second juvenile justice system in the nation to claim such an accomplishment.

Commissioner Hasan Davis recently accepted the award on behalf of the department at the ACA Conference in Denver, Colo. "This is a tremendous honor for Kentucky DJJ. This award is recognition of our dedication to transform Kentucky's juvenile justice system into a national model," Davis said. "I applaud all of our employees whose hard work and dedication is clearly demonstrated with such an achievement. This is a tremendous asset for any agency and to reach this goal is unbelievable."

KYDJJ began the accreditation process in 1987, when Morehead Youth Development Center became the first DJJ facility to achieve accreditation. Since that time, all 32 state facilities have achieved and maintained accreditation along with the Community and Mental Health Division, the Training Academy and Central Office.

"The American Correctional Association is so pleased to honor the Kentucky Department of Juvenile Justice on this very significant accomplishment of being a fully accredited juvenile justice agency, the second in the country to do so. It joins the Ohio Department of Youth Services with this prestigious honor," stated Kathy Black-Dennis, director of standards and accreditation at ACA. "As a former director of program services at the Kentucky Department of Juvenile Justice, it gives me great pride in knowing the Department is continuing to embrace excellence by adopting the American Correctional Association standards. The entire staff deserves a huge 'well done'!"

ACA is the oldest and largest international correctional association in the world. ACA serves all disciplines within the corrections and juvenile justice professions and is dedicated to excellence in every aspect of the field. ACA accreditation gets to the core of safe operating procedures and practices for staff and youth, it is a symbol of pride for the agency's employees, and it personifies excellence in performance.

## **Kentucky Department of Juvenile Justice Conducts Comprehensive Needs Assessment and Job Task analysis of its Training Academy**

FRANKFORT, Ky. – The Kentucky Department of Juvenile Justice recently completed an 18-month study of its training academy, thought to be the country's first comprehensive job task analysis and needs assessment of a juvenile justice training program.

"We are committed to providing our youth workers with the training they need to be successful on the job," said DJJ Commissioner Hasan Davis. "Basic training at the DJJ Academy is the most uniform experience of entry-level workers and constitutes the training necessary for a facility youth worker to adequately perform their job. I want to make sure they are being properly trained to effectively address youths' needs."

The needs assessment analyzed current training at the academy to establish the value of prior instruction; verify subject areas where new programming is needed; and develop consensus on the most important subject areas. The job task analysis, a rigorous, systematic inquiry, identified and described the essential core tasks to help guide curriculum updates and revisions.

The department partnered with Commonwealth Research Consulting (CwRC) to conduct the review.

"One indication of good academy preparation is that knowledge and skill content taught at the academy fits with what supervisors expect youth workers to demonstrate on the job," said CwRC President Dr. James B. Wells. "Our role in this study was to provide scientifically based results that allow DJJ to validate existing training content and methods as well as to discover any training areas that need to be developed and provided to entry level youth workers."

The training needs assessment collected data from a variety of sources throughout all levels of the DJJ organization and reviewed the latest "evidence-based best practices" relevant to training needs and tasks in juvenile corrections. The training needs assessment culminated in a survey that solicited ratings on 87 training topics from DJJ employees responsible for training new facility youth workers and/or supervising their performance on the job either directly or indirectly.

The job task analysis identified 334 job tasks performed by facility youth workers. Youth workers throughout the agency were then asked how frequently they perform each task, while supervisors were asked to rate the criticality of each task and where it should be learned. Ultimately the job task analysis identified 139 essential youth worker job tasks that require academy training.

Kentucky DJJ achieved notoriety in the late 1990s when it was recognized as a national leader in the development of a model juvenile justice system. While working diligently to implement the provisions of a federal consent decree designed to improve the conditions of juvenile confinement in Kentucky's state-operated residential treatment facilities, DJJ created a pre-service training academy for its direct-care juvenile justice staff, one of the

first of its kind in the country.

“Implementation of the results of this empirically based training needs assessment and job tasks analysis will again make Kentucky DJJ a national leader in juvenile justice reform since no other juvenile justice system in the country we are aware of, has ever put this much effort into determining the content of its academy training curriculum,” said Dr. Wells. “I suspect that as a result of this study, Kentucky DJJ’s approach to developing and implementing training will be considered a national model that other juvenile justice systems will want to examine and possibly emulate.”

“I commend Dr. Wells and his staff on the comprehensive study that has been conducted. The results will be used to guide policy decisions concerning the content and conduct of basic training,” said Davis. “In an effort to design and deliver state of the art training for our newest facility employees, we will take the findings and determine what should be taught.”

The 18-month study was made possible by a 2008 Juvenile Accountability Block Grant (JABG). JABG is administered by the State Relations and Assistance Division of the Office of Juvenile Justice and Delinquency Prevention (OJJDP), Office of Justice Programs, U.S. Department of Justice. Through the JABG program, funds are provided as block grants to states for programs promoting greater accountability in the juvenile justice system. This projects cost included \$155,698.97 federal and \$17,299.88 general funds.



701 St. Paul Street  
Baltimore, MD 21202  
410 547-6600  
FAX 410 547-6624

The Annie E. Casey Foundation

August 3, 2012

Hasan Davis, Commissioner  
Department of Juvenile Justice  
1025 Capital Center Drive, 3rd Floor  
Frankfort, Kentucky 40601

**Re: Juvenile Detention Alternatives Initiative**

Dear Mr. Davis:

On behalf of the Annie E. Casey Foundation, it is my pleasure to welcome Kentucky to the Juvenile Detention Alternatives Initiative. To prepare for the final phase of the selection process, Campbell, Fayette and Jefferson counties assembled key stakeholders to discuss the goals, requirements and implications of bringing JDAI to their jurisdiction. Influential leaders and supportive stakeholders - essential to judiciously implement the core strategies of JDAI - were in attendance at each on-site meeting. The participants held diverse levels of knowledge regarding JDAI and, all were equally committed to becoming a JDAI site.

To support detention reform in Kentucky, the Foundation will provide a modest grant to fund JDAI-related travel, training and coordination. In addition to the Foundation's grant, we will support detention reform in Campbell, Fayette and Jefferson counties through direct technical assistance and inclusion in the JDAI national network.

Lisa Macaluso will serve as the Foundation's Technical Assistance Team Leader for Kentucky and Ted Martinez will assist in related site work. Lisa can be reached at [mac0811@msn.com](mailto:mac0811@msn.com). To begin planning for local site work, Lisa will contact Kelly Hibbitts in the next few days. Although Lisa will be the primary point of contact, if you have any questions or concerns as the work advances, please do not hesitate to contact Stephanie Vetter, Senior Consultant/ JDAI Initiative Management Team at [StephanieVetter@hotmail.com](mailto:StephanieVetter@hotmail.com) or me.

Hasan, thanks for assembling an impressive team of state and local stakeholders to lead JDAI. Your commitment is appreciated and we look forward to working in Kentucky.

Sincerely,

  
Gail D. Mumford

cc: Bart Lubow, Stephanie Vetter, Lisa Macaluso, Ted Martinez, Kelly Hibbitts, Stacey Floden and Stephanie Reynolds

## **Support Services**

**Program Services** Quality Assurance (QA) mission is to ensure through monitoring and technical assistance that our residential facilities, Central Office, Training Academy and Community Offices are adhering to DJJ policy and are able to gain and maintain ACA accreditation. QA provides yearly monitoring for our 32 residential facilities; all district Community offices, the Training Academy and Central Office. In addition, QA staff conducts JORI monitoring and monitoring of Gain-Q assessments.

QA acts as the departmental liaison with ACA. All communication from and to ACA flows through QA, including ACA audit scheduling, responses to non-compliant standards, and request for standards interpretations and standards revisions. Each residential facility, Community office, Central Office and Training Academy has a QA Lead Monitor who is responsible for that entity's annual QA monitoring and preparation for ACA audits. The Lead Monitors provide technical assistance throughout the year, both on-site and through phone and electronic communication.

In July 2012, DJJ became the second juvenile justice system in the United States to have all of its facilities, Community offices, Central Office and Training Academy accredited. In so doing DJJ was awarded the Golden Eagle, ACA's highest honor. It was a two-year process that included the hard work and cooperation of QA, Residential, Community, Central Office and Training Academy staff.

### **"Going Green" Initiative**

Deputy Commissioners Sherre Smith-Jones and Diana McGuire convened a meeting to discuss the agencies efforts to implement environmentally friendly practices in the area of recycling, energy and water conservation, pollution reduction and energy alternatives. Staff from Program Services, Administrative Services and Construction and Real Properties (CaRP) participated in the meeting. The following information was provided at the meeting or gathered shortly thereafter:

CaRP reported that the most energy efficient appliances and systems are used during replacement projects and that all new projects require meeting federal energy codes. He also reported that DJJ has a capital project in place for energy efficiency upgrades. These funds are available for all DJJ facilities in need of energy efficiency upgrades for lighting, windows, water heaters, etc. in order to meet new energy standards.

Information was gathered from programs and facilities which revealed environment-friendly practices in these areas:

- Participation in respective community recycling programs
- Plastic, glass, aluminum, metal and cardboard recycling
- Composting, water recycling, and tree planting by Horticulture programs
- Emphasis on heating and air conditioning regulation

- Directives to power down at the end of the work-day
- A reduction in the vehicle fleet

### **Technical and Vocational Education**

Education staff monitors technical and vocational education in DJJ programs. Students learn a wide variety of skills including masonry, horticulture, and aquaculture. Vocational Programming has expanded to three Detention Centers. The vocational program focuses on soft skills that prepare a youth for change that will hopefully reduce the risk of re-offense. The program utilized by the detention centers is called: Who Am I. The “Who Am I” model is a management tool that allows staff to direct activities, curriculum, and programming around key themes such as listening, respect, and other key life skills. This tool allows for staff to review key themes and then determine what skills they will focus on and the length of time they will focus on each area.

Youth in the YDCs receive intense technical training in areas such as welding, Occupational Safety Health Administration (OSHA) and National Career Construction Education (NCCE).

Below is an example of the number of certifications awarded from July 2011 to October 2012:

OSHA	62
NCCE	37
Career Technical Education Carpentry	44
State Certified Welders	17
State Certified Welder helper	32

### **Vocational Programming**

Adair Detention Center

- Certiport
- Who Am I

Campbell Detention Center

- Life Skills
- Who Am I

Lincoln Village Detention Center

- Life Skills
- Who am I

### **Technical Skills Programming**

Adair Youth Development Center

- Building Apartment Maintenance, Carpentry
- Computers IC3 certification

Audubon Youth Development Center

- Building Apartment Maintenance, Masonry
- Interior Finishing

Owensboro Treatment Center

- Building Apartment Maintenance, Carpentry
- Horticulture/Aquaculture

Green River Youth Development Center

- Building Apartment Maintenance, Carpentry

Mayfield Youth Development Center

- Building Apartment Maintenance, Carpentry

Morehead Youth Development Center

- Business Detail
- Greyhound Program
- Horticulture

Lake Cumberland Youth Development Center

- Welding
- Building Apartment Maintenance, Carpentry

Woodsbend Youth Development Center

- Building Apartment Maintenance, Electrical
- Building Apartment Maintenance, Carpentry

Northern Ky. Youth Development Center

- Building Apartment Maintenance, Masonry

**Greyhound Pets of America, Louisville**

The DJJ Division of Program Services has coordinated a partnership at Morehead Youth Development Center bringing together Morehead State University staff and students and Greyhound Pets of America, Louisville. Retired racing Greyhounds are placed at the YDC and are cared for and trained by the youth for twelve weeks. During that time, the Greyhounds are socialized to adjust to a home-life environment. The primary and secondary handlers teach the dogs basic commands and also to enjoy being pets rather than working dogs. At the conclusion of the twelve-week program, MYDC holds a graduation where the handlers demonstrate skills learned by the dogs; they reflect on the experience; and they have the opportunity to meet the adoptive families of their Greyhounds and to share their knowledge and unique experience.

**Title I Part D – 2012**

KY DJJ is the state agency responsible for administering Title I Part D federal education funds. The DJJ Title I administrator monitors fiscal compliance, promotes rigorous and engaging educational programming as required by Title I legislation.

Education Funding in FY July 2011 to July 2012 was \$900,554.00

Evaluating Academic Progress Academic pre and post test data for youth enrolled in Title I Part D educational programs for 90 days or more were compiled. 1129 youth were administered both the pre and post-test. 212 youth illustrated up to a half grade level increase, 142 youth illustrated one full grade level increase, and 401 youth illustrated one full grade level increase.

**Collaborative Partners** - The Education Branch works with many other organizations to provide the best programs and opportunities for our youth. Among our partners is: Kentucky Center for Instructional Discipline; Kentucky Department of Education and Kentucky Educational Collaborative for State Agency Children; Kentucky Center for School Safety; the Office of Career and Technology; Morehead State University-Veterinary Technology; Morehead State University College of Education; Greyhound Pets of America-Louisville, as well as local school districts and Kentucky Adult Education.

The Juvenile Justice Advisory Board (JJAB) is Kentucky's federally mandated State Advisory Group (SAG) on juvenile justice issues. Created in 1997, it has played a pivotal role in reforming Kentucky's juvenile justice system and creating an effective, equitable system to prevent juvenile crime and delinquency. The Juvenile Justice Advisory Board believes that an investment in youth today is an investment in the future. It values a system in which youth are held accountable while being provided appropriate and effective prevention, interventions and treatment programs and services. It values the diversity of all youth and believes that youth should be treated justly, respectfully and equitably regardless of age, race, gender, ethnicity, or socioeconomic status.

The JJAB works to ensure that Kentucky's jails, courts, detention and juvenile justice services meet or exceed federal laws and standards for dealing with juveniles. In addition to making recommendations to DJJ on allocating federal grant funds to local communities, the JJAB studies juvenile justice issues such as disproportionate minority confinement and mental health, and makes recommendations on legislation and executive policy to the Governor and General Assembly.

The Juvenile Justice Advisory Board is committed to enhancing the quality of life for all youth in the Commonwealth by actively advising the Governor, policymakers and the public on matters related to improving systems of care, enhancing interagency and community collaboration, and promoting effective programming necessary to serve the whole child.

Congress enacted the Juvenile Justice and Delinquency Prevention (JJDP) Act (Pub. L. No. 93-415, 42 U.S.C. § 5601 et seq.) in 1974. This landmark legislation established the Office of Juvenile Justice and Delinquency Prevention (OJJDP) to support local and state efforts to prevent delinquency and improve the juvenile justice system.

On November 2, 2002, Congress reauthorized the JJDP Act. The reauthorization (the 21st Century Department of Justice Appropriations Authorization Act, Pub. L. No. 107-273, 116 Stat. 1758) supports OJJDP's established mission while introducing important changes that streamline OJJDP's operations and bring sharper focus to its role. The provisions of the reauthorization took effect in FY 2004 (October 2003).

Under the JJDP Act, Kentucky receives Title II federal funding to address the four core requirements which are:

- Deinstitutionalization of Status Offenders
- Sight and Sound Separation



- Jail Removal
- Disproportionate Minority Contact

## **Title II**

Since 1974, OJJDP has been authorized to administer the Formula Grants program to support state and local delinquency prevention and intervention efforts and juvenile justice system improvements. The program is authorized under Title II, Part B, Section 222, of the JJDP Act of 1974, as amended (Public Law 93-415, 42 U.S.C. 5601 et seq.) At least two-thirds of the funds awarded to each state must be used for programs operated by local public and private agencies. These funds must be distributed on a competitive basis.

As the administering agency for the Title II formula grants program, the Department of Juvenile Justice is responsible for the development and submission of a three-year State Plan that identifies Kentucky's prioritized juvenile justice needs. The JJDP Act requires that the JJAB, Kentucky's State Advisory Group, participate in development of the State Plan.

In 2012, Kentucky utilized Title II funds in the following program areas: Alternatives to Secure Detention, Disproportionate Minority Confinement and Juvenile Justice Systems.

### **Deinstitutionalization of Status Offenders**

Federal guidelines require Kentucky to ensure that juveniles who are charged with or who have committed an offense that would not be criminal if committed by an adult (status offenders) and juveniles who are not charged with any offense (non-offenders) are not placed in secure detention or secure correctional facilities, apart from those permitted by statutory and regulatory exceptions as allowed by the JJDP Act and Consolidated Regulation 28 CFR Part 31.

Through the use of Title II formula grant funds, Kentucky has implemented a statewide alternatives to secure detention program which provides electronic monitoring for status offenders and low level public offenders. Additionally, foster care and emergency shelter services are available in some areas. Total Title II ATD Electronic Monitoring Federal Funds = \$495,000

### **Sight and Sound Separation**

Both Federal regulations and Kentucky law prohibit the detainment of any juvenile in a facility in which they have contact with adult inmates. Kentucky Revised Statutes state: Any child held in custody shall be sight and sound separated from any adult prisoners held in secure custody at the same location (KRS 610.220).

### **Jail Removal**

Kentucky law prohibits the placement of any juvenile offender into adult jail facilities (KRS 640.030) and also imposes a stricter time limit than that of the JJDP Act for the holding of a juvenile in adult lockup facilities (police and sheriff's departments); regardless of custody level (KRS 610.220).

### **Disproportionate Minority Contact (DMC)**

Federal guidelines require that states address specific delinquency prevention and system improvement efforts designed to reduce, without establishing or requiring numerical standards or quotas, the disproportionate number of juvenile numbers of minority groups who come into

contact with the juvenile justice system.

The Subcommittee on Equity and Justice for All Youth (SEJAY) is the designated Disproportionate Minority Contact (DMC) subcommittee for the JJAB. The primary focus for the SEJAY is on disparities among minority youth groups which may include, but are not limited to: race, sex, national origin, religion, income, and mental or physical abilities. The SEJAY is responsible for advising and making recommendations to the JJAB and the Commonwealth of Kentucky on DMC, including causes and remedies.

In 2012, the SEJAY continued its efforts towards progression towards successfully meeting mandated requirements established through the OJJDP regarding the acquisition, compilation and reporting of annual relative rate index (RRI) data and the acquisition and completion for a comprehensive State-wide DMC assessment; thus addressing the proposed identification and assessment phases as outlined in the OJJDP's DMC reduction model. The SEJAY continues to support the initial three (3) identified local targeted DMC counties, Christian, Fayette and Jefferson, while expanding educational and awareness opportunities to additional counties with higher percentages of minority populations throughout the Commonwealth.

The following projects have been supported through the SEJAY during the 2011 funding year: 1) local DMC coordination and committee support; 2) Clayton County's "Systems of Care" consultation and technical assistance support; 3) progression towards development of the States' DMC Resource Center website; 4) support for production and distribution of the "Know Your Rights" information pamphlets to Court Designated Worker's (CDW's) office in DMC-identified counties; 5) the transfer of oversight for updates and distribution of the "Know Your Rights" pamphlet to the Department of Public Advocacy (DPA); and 6) conducting the annual Kentucky State-wide DMC Summit.

The SEJAY is seeking to become "the primary authority and support for Kentucky regarding all youth-related disparity and disproportionate minority contact." In an effort to accomplish this task, the SEJAY continues to work diligently to develop the necessary protocols, to develop an easily accessible DMC Resource Center website, and to acquire the necessary equipment, materials and resources that support all current and future efforts for accomplishing their projected strategic planning goals. This subcommittee continually advocates for funding of projects that promote systemic improvements that will provide changes that can best address the needs related to the reduction and/or mitigation of DMC throughout Kentucky.

## **Title V**

In 1992, the new Title V of the Juvenile Justice and Delinquency Prevention (JJDP) Act of 1974, as amended (42 U.S.C. 5601 *et seq.*), established the Incentive Grants for Local Delinquency Prevention Programs, more commonly known as the Community Prevention Grants program. This program, working from a research-based framework, focuses on reducing risks and enhancing protective factors to prevent youth from entering the juvenile justice system. It is provided to states in order that they can offer funding incentives to encourage community leaders to initiate multidisciplinary assessments of risks and resources unique to their communities and to develop comprehensive, collaborative plans to prevent delinquency.

### **Kentucky FY 2012 Title V Funded Community Project**

In August 2011 or the 2012 federal funding year (FFY2012), the “*Reclaiming Children of the Cumberland’s*” was awarded \$37,666 in Federal Title V funds, with the requirement of a 50% match or \$18,833, for a total program cost of \$56,499. This funding was administered through the City of Corbin in coordination with the Cumberland River Comprehensive Care Center.

This program provided two levels of prevention through a three-track system. Track one (1) focuses on youth with identified substance abuse and mental health issues charged with an offense and is clearly a prevention level. Track two (2) focused on youth with mental health/behavioral issues who are involved with the court system, but who may or may not have charges. Track three (3) focused on youth twelve (12) years or younger who are involved with the court system and involved intensive wrap-around case management services. The prevention strategies outlined for this program were designed to assist youth to meet the behavioral and academic expectations while avoiding additional incidences and problems. A voluntary program, this model was designed to be a “Therapeutic Court Model.”

A solicitation for a request for proposals will be conducted to distribute remaining Title V funds during 2012 for the 2013 federal fiscal year (FFY 2013).

### **JABG**

Congress authorized the Juvenile Accountability Block Grants (JABG) program in 1997. Through the JABG program, funds are provided as block grants to states for programs promoting greater accountability in the juvenile justice system. In 2011, DJJ was awarded \$536,413.00 in federal funds through the JABG project.

JABG grant funding guidelines require DJJ to pass through a percent of funds to local jurisdictions to implement accountability-based programs and services. Pass through allocations are based on the localities law enforcement expenditures and the number of violent crimes.

DJJ is the designated state agency in regards to funding associated with the Juvenile Justice and Delinquency Prevention Act (JJDP A) of 2002, as amended; therefore is tasked with developing and implementing a strategy for achieving and maintaining compliance with the four core requirements of the JJDP A. A state’s level of compliance with each of the four core requirements determines eligibility for its continued participation in the Formula Grants programs. For example, failure to achieve or maintain compliance, despite good faith efforts, reduces the Formula Grant to the state by 20 percent for each core requirement not met. In addition, a noncompliant state must agree to expend 50 percent of the state’s allocation for that year to achieve compliance with the core requirement(s) with which it is not in compliance.

States must visit and collect information from facilities to demonstrate compliance with the JJDP A. Currently, Kentucky’s list includes approximately 670 facilities.

On an annual basis, each state submits collected information in the form of a compliance monitoring report to the federal Office of Juvenile Justice and Delinquency Prevention. The report provides compliance data and a detailed description of how the state is meeting the core

requirements. Kentucky has been determined to be in compliance with all four core requirements since the state started participating in the Formula Grants program.

**Administrative Services** In 2012, Information Systems installed and deployed Microsoft Lync 2010. This communication system offers instant messaging, meetings, and voice. Microsoft Lync 2010 provides built-in desktop and application sharing, PowerPoint uploads, and rich whiteboard capabilities, including the ability to copy and paste images and other content.

You can schedule and join meetings with a single click in Outlook or in the meeting reminder, place attendees in a virtual lobby and control who attends. Lync 2010 also provides robust video conferencing point to point or among groups. Microsoft Lync 2010 has become an important communication and collaborative platform.

In Fiscal Year 2012, the department spent \$2,860,631 on capital expenditures. Expenditures were for efforts in the areas of:

- architectural and engineering studies on buildings owned by the Department
- security systems
- kitchen equipment
- HVAC system repairs and replacement, chiller repairs, boiler repairs and replacements
- new roofs and roof repairs
- paving of parking lots
- plumbing line repairs
- Laurel Regional Juvenile Detention Center stabilization
- repairs, cleanup and reconstruction of Woodsbend Youth Development Center due to a tornado

## Personnel

In Fiscal Year 2012, the staff numbers for the agency fluctuated. However, below is a snapshot of the agency personnel listing with the position titles, the number of staff filling the position, along with the ethnicity and gender identified for each position.

Job Description	Gender	Race	Total
Accountant IV	Male	WHITE	1
	Male Total		1
Accountant IV Total			1
Administrative Branch Manager	Female	WHITE	1
	Female Total		1
Administrative Branch Manager Total			1
Administrative Specialist II	Female	BL/AFR	3
		HS/LAT	1
		WHITE	22
	Female Total		26
	Male	WHITE	2

	Male Total		2
Administrative Specialist II Total			28
Administrative Specialist III	Female	BL/AFR	2
		WHITE	29
	Female Total		31
	Male	WHITE	2
	Male Total		2
Administrative Specialist III Total			33
Assistant Director	Female	BL/AFR	1
	Female Total		1
Assistant Director Total			1
Commissioner - With Increment Date	Male	BL/AFR	1
	Male Total		1
Commissioner - With Increment Date Total			1
Construction Superintendent II	Male	WHITE	2
	Male Total		2
Construction Superintendent II Total			2
Cook I	Female	WHITE	2
	Female Total		2
	Male	WHITE	1
	Male Total		1
Cook I Total			3
Cook II	Female	WHITE	12
	Female Total		12
	Male	WHITE	2
	Male Total		2
Cook II Total			14
Corrections Program Administrator	Female	WHITE	7
	Female Total		7
	Male	AMIND	1
		WHITE	4
	Male Total		5
Corrections Program Administrator Total			12
Corrections Training Instructor/Coord I	Male	WHITE	1
	Male Total		1
Corrections Training Instructor/Coord I Total			1
Corrections Training Instructor/Coord II	Female	BL/AFR	1
		WHITE	2
	Female Total		3
	Male	BL/AFR	1
		WHITE	4
	Male Total		5
Corrections Training Instructor/Coord II Total			8

Crtfd Psygst/Psych Asc/Licd Psych Pra I	Female	WHITE	2
	Female Total		2
Crtfd Psygst/Psych Asc/Licd Psych Pra I Total			2
Crtfd Psygst/Psych Asc/Licd Psych Pra II	Female	WHITE	8
	Female Total		8
	Male	WHITE	5
	Male Total		5
Crtfd Psygst/Psych Asc/Licd Psych Pra II Total			13
Dentist I	Male	WHITE	1
	Male Total		1
Dentist I Total			1
Deputy Commissioner	Female	BL/AFR	1
		WHITE	1
	Female Total		2
Deputy Commissioner Total			2
Division Director	Female	BL/AFR	3
		WHITE	2
	Female Total		5
	Male	WHITE	4
Male Total		4	
Division Director Total			9
Electrician Licensed Coordinator	Male	WHITE	1
	Male Total		1
Electrician Licensed Coordinator Total			1
Executive Secretary I	Female	WHITE	2
	Female Total		2
Executive Secretary I Total			2
Executive Secretary II	Female	WHITE	1
	Female Total		1
Executive Secretary II Total			1
Executive Staff Advisor	Male	WHITE	1
	Male Total		1
Executive Staff Advisor Total			1
Facilities Regional Administrator	Female	WHITE	1
	Female Total		1
Facilities Regional Administrator Total			1
Fiscal Manager	Female	BL/AFR	1
		WHITE	11
	Female Total		12
	Male	WHITE	4
Male Total		4	
Fiscal Manager Total			16

Food Preparation Center Coordinator	Female	AMIND	1
		BL/AFR	1
		WHITE	24
	Female Total		26
	Male	HA/PAC	1
		WHITE	6
	Male Total		7
Food Preparation Center Coordinator Total			33
Food Service Operations Manager I	Female	WHITE	12
	Female Total		12
	Male	WHITE	3
	Male Total		3
Food Service Operations Manager I Total			15
Food Service Operations Manager II	Female	WHITE	1
	Female Total		1
	Male	BL/AFR	1
	Male Total		1
Food Service Operations Manager II Total			2
Human Resource Adminr	Female	WHITE	7
	Female Total		7
Human Resource Adminr Total			7
Human Resource Specialist III	Female	WHITE	2
	Female Total		2
Human Resource Specialist III Total			2
Human Srvs Prog Branch Manager	Female	BL/AFR	1
		WHITE	3
	Female Total		4
	Male	WHITE	1
	Male Total		1
Human Srvs Prog Branch Manager Total			5
Industrial and Trade Teacher	Female	WHITE	1
	Female Total		1
	Male	WHITE	2
	Male Total		2
Industrial and Trade Teacher Total			3
Information Systems Manager	Male	WHITE	1
	Male Total		1
Information Systems Manager Total			1
Information Systems Supervisor	Male	WHITE	1
	Male Total		1
Information Systems Supervisor Total			1
Institutional Recreation Leader I	Female	WHITE	1

	Female Total		1
	Male	BL/AFR	1
		WHITE	3
	Male Total		4
Institutional Recreation Leader I Total			5
Internal Policy Analyst II	Female	WHITE	7
	Female Total		7
Internal Policy Analyst II Total			7
Internal Policy Analyst III	Female	WHITE	9
	Female Total		9
	Male	WHITE	2
	Male Total		2
Internal Policy Analyst III Total			11
Internal Policy Analyst IV	Female	WHITE	1
	Female Total		1
Internal Policy Analyst IV Total			1
Justice Ombudsman	Female	WHITE	1
	Female Total		1
	Male	BL/AFR	1
	Male Total		1
Justice Ombudsman Total			2
Justice Program Supervisor	Male	WHITE	1
	Male Total		1
Justice Program Supervisor Total			1
Juvenile Facility Superintendent I	Female	WHITE	4
	Female Total		4
	Male	BL/AFR	7
		WHITE	20
Male Total		27	
Juvenile Facility Superintendent I Total			31
Juvenile Facility Superintendent II	Female	2+RCES	1
		BL/AFR	1
	Female Total		2
	Male	WHITE	13
	Male Total		13
Juvenile Facility Superintendent II Total			15
Juvenile Facility Superintendent III	Female	WHITE	1
	Female Total		1
	Male	WHITE	1
	Male Total		1
Juvenile Facility Superintendent III Total			2
Juvenile Services District Supervisor	Female	WHITE	10



	Female Total		10
	Male	BL/AFR	3
		WHITE	7
	Male Total		10
Juvenile Services District Supervisor Total			20
Juvenile Services Regional Manager	Female	WHITE	3
	Female Total		3
	Male	BL/AFR	1
	Male Total		1
Juvenile Services Regional Manager Total			4
Licensed Practical Nurse	Female	BL/AFR	1
		WHITE	11
	Female Total		12
Licensed Practical Nurse Total			12
Maintenance Superintendent I	Male	WHITE	15
	Male Total		15
Maintenance Superintendent I Total			15
Maintenance Superintendent II	Male	WHITE	4
	Male Total		4
Maintenance Superintendent II Total			4
Maintenance Worker II	Male	WHITE	1
	Male Total		1
Maintenance Worker II Total			1
Mechanical Maint & Operations Manager	Male	WHITE	1
	Male Total		1
Mechanical Maint & Operations Manager Total			1
Mechanical Maint & Operations Techn II	Male	BL/AFR	1
		WHITE	2
	Male Total		3
Mechanical Maint & Operations Techn II Total			3
Mechanical Maint & Operations Techn III	Male	WHITE	5
	Male Total		5
Mechanical Maint & Operations Techn III Total			5
Network Analyst III	Male	WHITE	1
	Male Total		1
Network Analyst III Total			1
Nurse Service Administrator	Female	WHITE	1
	Female Total		1
Nurse Service Administrator Total			1
Nurse Shift/Program Supervisor	Female	WHITE	15
	Female Total		15
	Male	WHITE	3

	Male Total		3
Nurse Shift/Program Supervisor Total			18
Nurse/Administrator	Female	WHITE	2
	Female Total		2
Nurse/Administrator Total			2
Offender Information Administrator	Male	WHITE	1
	Male Total		1
Offender Information Administrator Total			1
Office Coordinator	Female	WHITE	5
	Female Total		5
Office Coordinator Total			5
Office Support Assistant II	Female	WHITE	1
	Female Total		1
	Male	WHITE	1
	Male Total		1
Office Support Assistant II Total			2
Paralegal Consultant	Female	WHITE	2
	Female Total		2
Paralegal Consultant Total			2
Procedures Development Coordinator	Female	WHITE	1
	Female Total		1
Procedures Development Coordinator Total			1
Program Coordinator	Female	WHITE	1
	Female Total		1
	Male	WHITE	1
	Male Total		1
Program Coordinator Total			2
Psychologist Licensed I	Female	WHITE	1
	Female Total		1
Psychologist Licensed I Total			1
Psychologist Licensed Prog Administrator	Female	ASIAN	1
	Female Total		1
	Male	WHITE	1
	Male Total		1
Psychologist Licensed Prog Administrator Total			2
Registered Nurse	Female	WHITE	7
	Female Total		7
	Male	WHITE	1
	Male Total		1
Registered Nurse Total			8
Rehabilitation Instructor I	Female	WHITE	2
	Female Total		2

	Male	BL/AFR	1
		WHITE	2
	Male Total		3
Rehabilitation Instructor I Total			5
Rehabilitation Instructor II	Female	WHITE	4
	Female Total		4
	Male	BL/AFR	1
		WHITE	1
	Male Total		2
Rehabilitation Instructor II Total			6
Resource Management Analyst II	Male	WHITE	1
	Male Total		1
Resource Management Analyst II Total			1
Social Service Clinician I	Female	ASIAN	2
		BL/AFR	8
		HS/LAT	1
		WHITE	58
	Female Total		69
	Male	BL/AFR	10
	WHITE	45	
Male Total		55	
Social Service Clinician I Total			124
Social Service Specialist	Female	BL/AFR	6
		WHITE	17
	Female Total		23
	Male	WHITE	11
	Male Total		11
Social Service Specialist Total			34
Social Service Worker I	Female	2+RCES	1
		ASIAN	1
		BL/AFR	9
		WHITE	35
	Female Total		46
	Male	BL/AFR	11
	HS/LAT	1	
	WHITE	31	
Male Total		43	
Social Service Worker I Total			89
Social Service Worker II	Female	BL/AFR	3
		WHITE	6
	Female Total		9
	Male	BL/AFR	5

		WHITE	17
	Male Total		22
Social Service Worker II Total			31
Staff Assistant	Male	WHITE	1
	Male Total		1
Staff Assistant Total			1
Staff Attorney Mgr/Asst General Counsel	Female	WHITE	1
	Female Total		1
Staff Attorney Mgr/Asst General Counsel Total			1
Systems Analyst II	Male	WHITE	1
	Male Total		1
Systems Analyst II Total			1
Systems Consultant IT	Female	ASIAN	1
		WHITE	1
	Female Total		2
	Male	ASIAN	1
		WHITE	1
	Male Total		2
Systems Consultant IT Total			4
Systems Technician Specialist IT	Female	WHITE	1
	Female Total		1
Systems Technician Specialist IT Total			1
Youth Service Program Supervisor	Female	BL/AFR	1
		WHITE	5
	Female Total		6
	Male	BL/AFR	7
		WHITE	19
	Male Total		26
Youth Service Program Supervisor Total			32
Youth Worker I	Female	BL/AFR	4
		WHITE	26
	Female Total		30
	Male	BL/AFR	13
		HS/LAT	1
		WHITE	49
	Male Total		63
Youth Worker I Total			93
Youth Worker II	Female	BL/AFR	17
		WHITE	65
	Female Total		82
	Male	ASIAN	2
		BL/AFR	35

		WHITE (blank)	188 2
	Male Total		227
Youth Worker II Total			309
Youth Worker III	Female	AMIND	1
		BL/AFR	7
		HS/LAT	1
		WHITE	18
	Female Total		27
	Male	BL/AFR	15
		HS/LAT	1
		WHITE	78
Male Total		94	
Youth Worker III Total			121
Youth Worker Supervisor	Female	AMIND	1
		BL/AFR	1
		WHITE	7
	Female Total		9
	Male	BL/AFR	13
		WHITE	58
Male Total		71	
Youth Worker Supervisor Total			80
Grand Total			1342

**Fiscal**

Below is the appropriation for the Department for FY 2012, along with a breakdown of how the funds were expended.

<b><u>APPROPRIATION</u></b>	<b><u>FY 2012</u></b>
GENERAL FUND	76,915,900.00
FEDERAL FUNDS	14,861,800.00
RESTRICTED FUNDS	<u>14,686,700.00</u>
<b>TOTAL</b>	<b>106,464,400.00</b>

<b><u>EXPENDITURES BY FUND SOURCE</u></b>	<b><u>FY 2012</u></b>
GENERAL FUND	76,915,900.00
FEDERAL FUNDS	12,380,168.51
RESTRICTED FUNDS	<u>8,879,966.07</u>
<b>TOTAL</b>	<b>98,176,034.58</b>

<b><u>EXPENDITURES BY FACILITY TYPE</u></b>	<b><u>FY 2012</u></b>
COMMUNITY & MENTAL HEALTH SERVICES	19,372,622.33
DAY TREATMENT	3,088,816.12
GROUP HOME	6,766,264.24
REGIONAL JUVENILE DETENTION CENTERS	14,632,435.84
YOUTH DEVELOPMENT CENTERS	32,532,353.42
SUPPORT SERVICES	<u>21,783,542.63</u>
	<b>98,176,034.58</b>

<b><u>EXPENDITURES BY CATEGORY</u></b>	<b><u>PERCENT OF EXPENDITURES</u></b>	<b><u>FY2012</u></b>
PERSONNEL	76.50%	75,103,188.19
OPERATING	9.68%	9,506,755.11
GRANTS/BENEFITS	13.57%	13,325,946.43
CAPITAL OUTLAY	<u>0.24%</u>	<u>240,144.85</u>
<b>TOTAL</b>	<b>100.00%</b>	<b>98,176,034.58</b>

## **Professional Development**

### **PRE-SERVICE**

Pre-service orientation for all new employees was provided by the agency on-line.

Included was the following:

1. Sexual Harassment
2. Workplace violence
3. HIPPA
4. Ethics
5. Policy Review
6. Personal Information
7. Outlook 2003 & Windows XP

### **Mandated/Certified Trainings**

The Training Branch provided certified trainings for the following courses:

1. CPR/First Aid
2. Aikido Control Technique
3. Group Counseling Certification
4. PREA (Prison Rape Elimination Act)
5. Drug Testing

### **SEMINARS**

The Training Branch facilitated various seminars for staff assigned to the following specialized areas. These seminars provided staff the training hours required by DJJ policy.

1. Nurse seminar
2. Administrative seminar
3. Maintenance
4. Food service

### **SPECIALIZED TRAININGS**

The following specialized training was developed and delivered to assigned staff throughout the state:

1. Supervision (All Supervisors)
2. Group Facilitation (All Youth Workers)
3. Field Training Instructors training (All FTI's)

### **Academy Training:**

Academy 70 was held April 29, 2012 with graduation on June 11, 2012. All 43 participants received 120 hours of course curriculum.

Academy 71 was held October 28, 2012 with graduation on December 14, 2012. All 35 participants received 120 hours of course curriculum.

### ADDITIONAL INFORMATION

A Field Training Instructors Program has been developed and is in the implementation process. All training curriculum and courses for in-service, pre-service, the Academy and specialized training programs, either mandatory or requested, were evaluated for effectiveness by the following means:

1. Pre and post testing.
2. Participant evaluations
3. Annual training plans
4. Training Advisory Committee (TAC)

### **Medical Services**

The dental contract (Mid America Health) currently covers all YDC's and CLEP. The cost is \$1,900 per clinic 8 times, (every 45 days) a year as needed. The Group Homes take the youth out for individual care as needed. DJJ has a nursing services contract (Management Registry Inc.) that provides RN and LPN services to Group Homes, YDCs and RJDCs as needed. DJJ also has a few individual nurse practitioner contracts along with individual contracts with several physicians. Psychiatric services to all residential facilities and detention centers are provided by UK and U of L psychiatrists. Group Homes receive psychiatric services from a variety of practitioners including comp care, private practitioners and UK psychiatrists.



## **Community and Mental Health Services**

- **ACA ACCREDITATION FOR COMMUNITY SERVICES**

The Division of Community and Mental Health Services became accredited on March 21, 2012. The Division earned an exemplary score of 100 %.

- **600 SERIES – JUVENILE SERVICES IN THE COMMUNITY**

600 Series policies Administrative Regulation Review was held on August 5, 2011. All Juvenile Services District Supervisors were trained on the new policy on August 10, 2011. All community and mental health staff were trained on the new policies by their supervisors on or before August 31, 2011.

- **JUVENILE INTENSIVE SUPERVISION TEAM (JIST) EXPANSION**

The Division will continue to encourage partnerships between Community Services staff and local law enforcement for JIST services across the state. As interest is shown, meetings will occur to complete formal memorandum of understanding with the agencies.

- **WORKER SAFETY/GANG TRAINING**

99% of division staff completed this classroom training by June 2012. Some staff were on extended medical or sick leave. New staff will be trained within the year following hire date. A Web In-service training module has been completed and it will be assigned to all staff on an annual basis as a refresher beginning this training year (7/12-6/13) for those who have completed the classroom portion of the training.

- **BASIC AIKIDO TRAINING**

99% of Division staff completed this classroom training by June 2012. Some staff were on extended medical/sick leave or presented a doctor's excuse prohibiting the training. New staff will be trained within the year following hire date.

- **COURT DEMEANOR & TESTIFYING TRAINING**

A Web In-service training module has been completed and will be assigned to all Division staff during this training year (7/12-6/13) for completion.

- **REVOCATION TRAINING**

99% of Division staff completed this classroom training by June 2012. A Web In-service training module has been completed and it will be assigned to all staff on an annual basis as a refresher beginning this training year (7/12-6/13).

- **JSOCWC/JSOTPC**

99% of Division staff completed this classroom training by June 2012. Some staff were on extended medical or sick leave. New staff will be trained within the year following hire date.

- **INTERSTATE COMPACT TRAINING**

A Web In-service training module has been completed and it will be assigned to all staff on an annual basis beginning this training year (7/12-6/13).

- **SPANISH TRANSLATED FORMS:**

Spanish version of the following forms was received and placed on the portal for staff in February 2012:

- BI Client Responsibility Form
- Community Phase System Handbook
- Conditions Awaiting Placement
- Conditions of Probation for Public Offender
- Conditions of Probation for Youthful Offender
- Conditions of Supervised Placement
- Release of Information
- DJJ 1-A
- Exit from Care Benefits Letter
- HIPAA Acknowledgement
- HIPAA Notice of Privacy Practices
- Service Complaint

- **DIVISION TRAINING TRACKS**

Division training tracks for all positions were updated for Training FY13 in Fall, 2011 and completed by supervisor for all staff in Spring, 2012.

## **DIVISION PROJECTS (IMPLEMENTED OR PENDING)**

- **TOTALMOBILE**

As of June 12, 2012, a total of 105 devices have been assigned to staff. Devices are continuing to be issued to staff. During LYNC calls with staff, many report service coverage problems in their areas. Information Systems staff are working on an application similar to JORI that may be implemented in the future.

- **WEBCAM**

All Division staff have LYNC installed on their computer and access to webcams.

- **OFFICE SIGNAGE/SEALS AND FIREARM PROHIBITED DECALS**

Continued efforts will be made to work with Capital Construction to ensure all offices receive proper signage, seals, and decals.

## **DIVISION PERSONNEL**

As of June 30, 2012, the following lists the number of employees for the Division of Community and Mental Health Services:

- Commissioners Office: 4 staff
- Division Office: 6 staff
- West Region Office: 2 staff
- West 1: 12 staff
- West 2: 8 staff
- West 3: 12 staff
- West 4: 13 staff
- Central Region Office: 3 staff (JSRM, Admin III, and IA Liaison)
- Central 1: vacant pending re-org
- Central 2A: 10 staff, plus 1 vacant worker position
- Central 2B: 9 staff
- Central 2C: 9 staff
- Central 2D: 10 staff
- Central 3: 13 staff
- Central 4: 7 staff
- Central 5: 9 staff
- East Region Office: 2 staff
- East 1: 13 staff
- East 2A: 12 staff, plus 1 vacant worker position
- East 2B: 9 staff
- East 3: 10 staff
- East 4: 11 staff
- Southeast Region Office: 2 staff
- Southeast 1: 9 staff
- Southeast 2: 9 staff
- Southeast 3: 6 staff
- Southeast 4: 7 staff, plus 1 vacant worker position
- Southeast 5: 6 staff
- West Mental Health: 7 staff
- Central Mental Health: 7 staff
- East Mental Health: 5 staff, plus 2 vacant clinician positions

Examination of Personnel Needs: Aside from the above noted vacancies and the filling of any subsequent vacancies, the Division will not be requesting to fill any additional Manager, Juvenile Services District Supervisors, Juvenile Services Specialist, Clinicians, Workers or Mental Health staff for FY 13. Staffing patterns will remain at current levels.

For period of July 1, 2011 – June 30, 2012:

- Number of retirements for period: 6
- Number of resignations for period: 14
- Number of transfer out of DJJ for period: 2
- Number of new appointments/transfer in from another agency or DJJ/promote for period: 19
- Number of transfers within Division for period: 3

#### **FISCAL ACCOMPLISHMENTS**

- West Mental Health YTD Savings to DJJ (7/11-6/30/12) = \$ 384,870.00
- East Mental Health YTD Savings to DJJ (7/11-6/30/12) = \$ 249,810.00
- Central Region Mental Health Branch Manager transferred out on 7/16/11. Supervision for Central Region Mental Health staff was divided between eastern and western Branch Manager. Funding from this vacant position was divided to cover funding for two worker positions that had lost funding previously.
- July 2011 – June 2012:
  - State Vehicles for the Division were driven 507,495 miles
  - Personal mileage claimed for the Division was 598,714 miles
  - Total.....1,106,209 miles

#### **REGION/DISTRICT/PROGRAM HIGHLIGHTS**

**INTENSIVE AFTERCARE:** DJJ staff continued to participate with and provide coordination support for all three Intensive Aftercare (IA) program locations: Louisville, Lexington, and Newport-Covington. Monthly meetings at all locations have evolved into bimonthly meetings, unless IA caseload demands require monthly. The IA program effort continues to partner with Boys' and Girls' Haven of Louisville, Mentoring Plus of Newport-Covington, Bluegrass Training and Therapy Center of Louisville, Lexington Day Treatment, Louisville Day Treatment, Northern Kentucky Day Treatment, Westport Group Home, Frankfort Group Home, and DJJ Classification Branch. During 2012, a Memorandum of Agreement was established on behalf of DJJ with Boys' and Girls' Haven of Louisville and Big Brothers Big Sisters of Louisville. All of these partnering efforts provide program options for IA youth, Age Out youth, and DJJ youth in general. It is important to note that the

Intensive Aftercare programming has not received any additional funding via grant funds or general funds for over five years.

**AMERICAN CORRECTIONAL ASSOCIATION (ACA) ACCREDITATION:**

Eighteen month accreditation process encompassing most of fiscal 2012. The following key steps occurred during 2011-2012 leading up to the successful accreditation:

- Completion of ACA Compilation Tool for the identification of all required documentation for ACA Juvenile Probation and Aftercare Services (JPAS) standards.
- Completion of Master Files for all JPAS Standards
- ACA File and Office Preparation for DJJ Quality Assurance audits
- Preparation and Completion of successful ACA Mock Audit January 30, 31, and February 1, 2012
- Targeted Office preparation for ACA audit
- ACA Self Evaluation and Critical Incident Reports
- Office Safety Plan development for ACA audit
- Auditor Welcome Book preparation
- ACA Audit March 20- 21, 2012, Score 100%
- ACA Compilation Tool Revision for three year reaccreditation effort
- ACA compliance sustainability protocol development

**STRATEGIC PLANS:** Strategic Plans were developed for the Division of Community and Mental Health Services for calendar years 2011 and 2012. Each annual strategic plan is updated midyear and end of year to measure progress on targeted goals for the Division.

**DRUG SCREENING AND CONFIRMATION DRUG TESTING:** Drug screening (contract with Redwood Toxicology) and confirmation drug testing (fee for service with Aegis Laboratories). During the last twelve months, DJJ has facilitated the adding of K2/Spice screening devices with Redwood Toxicology as an outside of contract option for community staff. An MOA has been obtained with AccuTrace for medical reviews of confirmation drug tests upon the retirement of our Medical Review Officer.

**JIST PROGRAM SUPPORT:** Monitor statewide the status of JIST program protective vests in regards to age and new/replacement needs.

**COMMUNITY QUALITY ASSURANCE AUDITING:** Consistent with ACA reaccreditation protocols, DJJ Quality Assurance now annually audits each community office.

**GRANT SOLICITATIONS:** Community and Mental Health branch continues to coordinate with DJJ Grants Manager to review grant opportunities for the division.

## **Program Operations**

### **West Region**

**Bowling Green GH** – The program successfully obtained re-accreditation from ACA with a score of 100%. This facility continues to be a specialized program with the mission of Independent Living. The majority of the youth worked community jobs, attended Western Kentucky University and Bowling Green Technical College. Youth that had no families to return home to were assisted in finding apartments to live in upon discharge from the program. Youth discharged that remained in the Bowling Green area that worked community jobs were able to maintain their employment. Youth that worked community jobs earned money ranging from \$ 1,000.00 - \$ 10,000.00 while in the program. Youth continued their lawn mowing services in order to earn money for the activity account. The program itself participated and volunteered in numerous events and recruited several new volunteers.

**Christian County DT** – The program promotes an array of services for at-risk youth directed toward preventing delinquency, providing efficient rehabilitation services and altering the rate of recidivism in the area. The program was re-located in April 2012 to the former Christian County Middle School building. The facility also hosted a Fall Celebration which involved community partners, as well as the students and their families. The event was geared to shed a positive light on the advancement of DJJ youth. Yearly stats show that, on average, youth increase math skills by almost two grade levels and reading skills between two and three grade levels during their stay.

**Hopkinsville GH** – The program successfully obtained re-accreditation from ACA with a score of 100%. Forty-five youth were successfully furloughed during FY 2012. One youth received his high school diploma and two youth were enrolled in college. One of the youth attending college was a Youthful Offender. He completed eighteen college credit hours while at the group home, scoring 100% in college Algebra. He also completed eleven successful furloughs during his stay. This youth was probated during this time frame as opposed to being sent to Department of Corrections. The youth at the group home participated in an Easter Egg hunt where they could earn prizes such as an extra day on furlough, extra time on a pass, extra phone calls, etc. Youth also participated in Applebee's Pancake Breakfast Fundraiser and worked a booth at the Western KY State Fair raising money for the Youth Services Advisory Board.

**McCracken RJDC** – The program continues to expand the programming and educational services provided to the youth. During FY 2012, the teaching staff began implementing a new idea with the Accelerated Reader (AR) program. The educational staff used the incentive of buying lunch for any student who earned 250 AR points for books read in the student's range. This allowed all students to

participate regardless of their reading level. The facility was again selected to participate in the Great Stories CLUB in connection with the McCracken County Public Library. This is funded in part by Oprah's Angel Network and this year's theme was "Second Chances". Residents read selected books and participated in open discussions of applicability to their lives. This had a great impact as they gained insight into how others have overcome adversity. The facility is currently in the developing stages of a program in which selected youth travel to a nearby animal shelter to help feed, water, clean and socialize with the animals. This program has taken many months to develop with the belief that the benefits to all involved will be far reaching. A successful re-accreditation from ACA was earned with a score of 100% during this fiscal year.

**Mayfield YDC** – The program continues to serve both juvenile sexual offenders and public offenders. During FY 2012, Mayfield YDC successfully added an additional unit of sex offenders to meet the agency needs. The facility has also made efforts to increase the level of family involvement in the treatment program. Among other activities, the residents sponsored a Christmas Party for a local school's Headstart program and made a donation to the local animal shelter with the proceeds.

**Murray GH** – The program considers community involvement important through public school, summer youth employment, social activities and volunteer community service projects. The lower level of security affords the youth the opportunity to utilize community resources, practice relapse prevention techniques and to re-assimilate into the family structure. Volunteers often host parties and Bunco competitions for the residents, and in turn, the staff and residents at the group home invite and serve a holiday dinner to volunteers and community members. Residents participate in serving Thanksgiving meals at the Senior Citizen's Center to over 500 neighbors of the county. The group home has implemented a quality physical fitness program which included the "Superintendent's Challenge", Zumba and/or Body Pump. The experience teaches the importance of making good nutritional and lifestyle choices to obtain and maintain a healthy mind and body. A constant objective is to continue to improve the Psycho-Educational aspect of the program with age appropriate treatment work for the residents through modern technology. The residents were the recipients of two new computers and a printer gifted by Murray High School.

**Owensboro DT** – The program successfully obtained re-accreditation from ACA with a score of 100%. There were no critical incidents reported during FY 2012. The program hosted its second Annual Family Picnic during the reporting period. There was an excellent turnout of parents, as well as other community partners and community leaders at the picnic this year.

**Owensboro TC** – The program completed another good year in their greenhouse and aquaculture program. The greater Owensboro area pond club continued the tradition of beginning their annual pond tour at the facility. This presents the program a chance to show off its greenhouses and ponds while providing opportunities for plant and fish

sales as well. The facility successfully obtained re-accreditation from ACA with a score of 100%. This is the first perfect score in the history of the facility.

**Warren RJDC** – The program obtained re-accreditation from ACA with a score of 100% during FY 2012. This is the second consecutive rating of 100%. The program supports fifteen counties and processed approximately 945 juveniles during this time span. The Annual Fundraiser this year, sponsored by the Citizens Committee, was a Disk Golf tournament and had earnings of approximately \$6,000.00. The funds will be utilized for the College Heights Funds and other supportive programming for the youth. The facility had a garden this year to utilize it for educational and budget purposes. It taught the processes of plant growth, the work involved and the residents then eat the fruits of their labor. The residents produced and utilized a twelve minute video to provide accurate representation of detention as a deterrent and to highlight the positive roles that staff provides through mentoring and educational roles as well. Various programming is used to both challenge and engage the youth in activities they would not normally be exposed to such as; Baby Think it Over, ASVAB Testing, Arbor Day Tree Event, Team Challenge Week, Broadway the Clown Presentation, Facility Cook Out for staff and residents and the monthly meeting with the Superintendent to discuss issues and programming.

### **East Region**

**Ashland Group Home** – The group home had 24 youth in the program during the year with 22 of them successfully completing the program or released due to age. The program earned/won the United Way Volunteers of the year award for 2011. The youth and staff performed over 2,000 man hours of volunteer work for multiple agencies in the area including redistributing over 55,000 pounds of food and supplies from the National Feed the Children Program. The program had one youth graduate high school and six youth earn their GED's. They also earned a 100% on their 9<sup>th</sup> ACA accreditation audit.

**Frankfort Group Home** – The youth performed volunteer work for the Frankfort County Humane Society, participated in the Adopt-A-Highway trash pickup, helped the YMCA with cleaning the flower beds, and cleaned the DJJ Franklin County Community offices. The group home has three staff with ten years of service and six staff with five years of service.

**Frenchburg Group Home** – The facility successfully completed repairs on the barn roof, built a flower bed retainer wall, completed facility landscaping project, and with the help of the residents, planted the facility garden. Staff and residents worked hard to find new wood resources to continue our camp fire wood program, serving business around Cave Run Lake area. Also, staff and residents assisted the Department of Fish and Wildlife with stocking of brown and rainbow trout in the Red River Gorge area. This is an annual event that assists the Department of Fish and Wildlife in successfully stocking time sensitive trout in remote areas and gives the youth knowledge of nature and helping out the environment. The US Forest Service Goose Round Up is another



project the youth participate in helping with banding and identification of Canadian geese in the Cave Run Lake area.

They also ran a booth at the Relay-4-Life and raised \$459 for the American Cancer Society. They continue to help at the Meniffee Animal Shelter weekly, recently assisted in tearing down old kennels and putting up new ones. Residents and staff also help out in the Annual Animal Shelter Fund Raiser Auction. Residents and staff helped to move supplies at the Tornado Relief Shelter in Meniffee County. They continue to participate in Project Pride Clean-up and Adopt a Highway Program, maintaining approximately 3.5 miles of roadway cleanups.

**Ashland Day Treatment** – The Day Treatment Center is designed to serve Boyd, Carter, and Greenup Counties. It is a 40 youth capacity facility. This past fiscal year served 61 students, two of which received GEDs and two received high school diplomas. The remainder of the youth returned to their respective public school system after completing the program.

**Boyd RJDC** – This year marks the eighth year of operations for this facility. Currently, there are ten direct care staff that were a part of the initial group hired. The staff has done a tremendous job working with the youth limiting the amount of behavioral isolation placements to less than five this past year. The facility received a score of 100% on its ACA re-accreditation audit. Some of the projects the staff and youth have participated in during the past year are:

- **Scholastic Book Clubs**
- **Labels For Education Box Tops For Education**
- **Monster Mash and Dash 5k run/walk and Kids Fun Run**
- **Grid Gardening Program**
- **Boyd County Future Farmers of America and 4H**

**Fayette RJDC** – The facility has processed approximately 1,100 residents this past fiscal year. It is a community resource for the local colleges and universities by providing internship placements for students. Fayette RJDC was very pleased to be a part of the “Emanuel Project-Art Programs for Incarcerated Youth”, which included having the artist, Emanuel Martinez in house for two weeks while he lead the youth through the process of completing murals on two walls in prominent hallways. Fayette RJDC has also partnered with the Fayette County Attorney’s office in a project called Operation Making a Change (OMAC) a weekly group project targeting youth involvement in gang activity and the impacts on their lives and the lives of everyone in their community.

**Morehead YDC** – The Greyhound program has received and graduated three classes from their twelve week fostering program. In September, 2011, several youth were actively involved in the “Emanuel Project-Art Programs for Incarcerated Youth” painting the mural that is located in the school hallway in the Bradley Hall building. Youth also participated in the Trout Stocking event in Slade, Kentucky, and Miss Kentucky 2011, Ann Blair Thornton, visited with the youth on Oct. 27, 2011. March

2, 2012, MYDC's population increased due to Woodsbend moving on the campus due to the tornado damage to their facility. MYDC earned an outstanding score of 99.4% on the American Corrections Association reaccreditation audit. The annual dog show for the Morehead community took place on May 5, 2012, on the MYDC campus. Girls participated in the monthly commodity distribution for senior citizens and performed weekly community service at the Menifee County Animal Shelter. Eleven youth earned their GED through the Rowan County School system. Rock of Ages Prison Ministry conducted monthly Character Education and bible study services for the youth.

**Woodsbend YDC** – Prior to the March 2, 2012 tornado, WYDC had been very active in the community including PRIDE cleanup, volunteering with the Morgan County animal shelter, and the Morgan County Sorghum Festival. They continued the recycling program of aluminum cans and cardboard. They have also put more emphasis on allowing the youth additional access to colleges and vocational schools through field trips and other site visits. After March 2<sup>nd</sup>, the remainder of the fiscal year has been spent in transition. While services for the youth were not interrupted, the routines and standard procedures had to be altered to accommodate the transition to Morehead Youth Development Center. The transition was very successful due to the cooperation from management and staff members from both facilities. They returned to WYDC on June 22<sup>nd</sup> and progress continues on the reconstruction.

### **Central Region**

**Audubon Youth Development Center (AuYDC)** - During this year, exciting changes were made to enhance and support the programming provided to the youth at Audubon. One structural change was made to the resident game room. Audubon received donations allowing the addition of big screen televisions and gaming stations. This has allowed structured time for the residents and has been utilized as a reward for positive behavior. One main area of focus this year was to assist youth with being more successful when they return to the community, particularly through the development of the JOBS program. This program is available for upper level phase residents and teaches them important vocational skills such as meeting deadlines, filling out job applications, and interviewing. Efforts have increased to have youth off the facility campus and involved in community activities such as basketball games, dining out, masonry competitions, movies, swimming, fishing, and bowling, touring museums, visiting community colleges and attending local plays.

**Campbell Regional Juvenile Detention Center (CRJDC)** - The staff raised \$2621 for KECC this year. "Who Am I" program teaches youth how to be productive citizens and gives them many options for community placement upon their release from the facility. Several community contacts and guest speakers come in at least once a month. A trial program with the local Dayton Schools, "Truth and Consequences: The Choice Is Yours" has been started. The program works with youth who are having some issues and gets the schools, parents, courts, police, and DJJ working together to show them what could happen as a result of their decisions.

**Green River Youth Development Center (GRYDC)** - GRYDC is located on approximately 110 acres that provides great experiences for the youth. The following are programs provided at Green River YDC: an agriculture program with fifteen head of cattle, while also producing hay for the cattle; an aquatic program raising catfish; two greenhouses; a vegetable garden; cutting firewood; and selling plants to support off campus activities. The educational program yielded seven G.E.D. graduates and twelve high school diplomas for fiscal year 2011-12.

**Hardin County Day Treatment Program (HCDT)** - During the Fiscal Year, the Hardin County Day Treatment Program served forty-six youth from eight counties. During this period, the program transitioned nineteen youth back to their home schools, and had three youth receive their high school diploma. Treatment emphasis during this period continued to be on Career Scope/Learning Styles; CYT and Cognitive Self Change (CSC). Fifteen PRI sessions were conducted during this period. Hardin County Day Treatment received a 100% on the ACA reaccreditation this year.

**Lincoln Village Youth Development-Regional Juvenile Detention Center (LVYD-RJDC)** - The facility passed the ACA re-accreditation with a 99.1%. A new treatment plan was implemented June 1, 2012, addressing specific treatment areas common to all delinquent youth while simultaneously providing for areas specific to individual residents to be addressed in a far more structured format. Despite not having 50% of the counseling staff in place, and having 2/3 of the remaining counselors from another program splitting their time between the two programs, all residents were able to complete policy mandated treatment protocols. Treatment youth were able to make sixteen off campus trips.

Closing of Lincoln Village Youth Development Center to help reduce the department's budget by about \$2 million during FYI 13 and thereafter remain flat in FY 2014.

**Louisville Day Treatment (LDT)** - Louisville Day Treatment operated at capacity 36 throughout the year, serving department probated and committed youth who resided in Jefferson County and the Westport Group Home. Daily program attendance was 84.5%, one of the highest alternative school rates in Jefferson County, with three youth earning their high school diploma, fourteen earning their GED and two completing the eighth grade. Fifty-Seven youth, 51% successfully completed the program by either earning Graduation or Progress Treatment Phase (most returning to home school) and/or completing their high school diploma/GED. Extracurricular activities/rewards support the treatment approach of striving for socially acceptable behavior. Items such as gift cards (for attendance), monthly field trips, volunteer activities at a local nursing home, guest speakers and weekly field trips during the summer session provide ample opportunity for youth to explore beyond the normal classroom. Jefferson County Public Schools provides an excellent staff and ample

resources to meet the needs of this population.

**Northern Kentucky Day Treatment Program (NKDT)** - The *Path to Success Group*, a developmental youth goal setting project, was developed and implemented. A collaborative effort with the Northern KY Area Development District Work Investment Act Career Steps Program yielded a successful youth internship. Youth Worker, Jeff Ignatowski, was the recipient of the 2012 Kentucky Council on Crime and Delinquency Juvenile Justice Award.

**Northern Kentucky Youth Development Center (NKYDC)** - NKYDC continued to expand vocational programs that now include aquaculture, horticulture and masonry. The horticulture and masonry programs worked together to not only improve the NKYDC grounds, but also provide services to local community residents who needed help due to physical disabilities or financial hardships. NKYDC has also joined the Hope project in Grant County. This is a new project that provides food, clothing and furniture to the needy. The residents volunteer to unload the trucks of donated items and help maintain the property where the HOPE project is located. When the tornado hit Kentucky, this project was instrumental in getting help for the victims. The aquaculture program, which started with the help of Kentucky State University, was able to give back to the University when they lost power and most of their fish died. NKYDC donated thousands of fish that eventually were distributed to high school aquaculture programs throughout the state. NKYDC also received their ACA reaccreditation with a score of 99.7%.

**Westport Group Home (WGH)** - Westport Group Home residents continue to participate in community work projects such as volunteering at Meadowview Nursing Home and cleaning up the neighborhood for the Third Street Association. The group home also partners with Bluegrass Training and Therapy Center which provides equine educational programming, a community part-time job opportunity, independent living skills, and a residential program for youth who need it. Westport also participated in the Society for the Prevention of Aggressiveness and Violence Among Adolescents. The program is designed to help teach youth a non-violent approach to life and solving problems. Some of the youth participated in an officially sanctioned chess tournament and the residents have now earned more than \$12,000.00 in the John Chafee federally funded independent living program. The group home was also awarded a new roof and had security cameras installed.”

### **Southeast Region**

**Adair Youth Development Center** – Adair has expanded their behavioral modification program as well as strengthened the vocational/life skills programming by entering into a seven month work contract with the local little league to address their landscaping and maintenance needs. In addition, the educational/vocational program has received a boost, as youth can now go off campus for field trips and to take the GED test.

The treatment model continues to gain strength as the staff learn to develop strong interpersonal relationships to build trust and encourage opportunities for positive change in a youth's life. This commitment has had a cumulative effect on the culture of the facility as a whole. This is exemplified by not only a lack of turnover amongst staff, but for the first time since opening has been an extended period of time without one staff vacancy.

**Cadet Leadership and Education Program (CLEP)** - CLEP has graduated 65 - 70 young men to aftercare at home with their families through eight CLEP Cadet Graduations during the 2011-12 Fiscal Year. During the residential phase, Cadets have the opportunity to volunteer for numerous community projects including Interfaith Christmas Store, Helping Hands, Pride Clean-up, Relay for Life and various other community activities.

During the 2011-2012 school year, five Cadets earned high school diplomas, nineteen earned GED's while in the facility and two earned GED's while on Aftercare. This year eleven computers were added to the classrooms which opens new opportunities for the Cadets to earn more than the standard 3.5 credits. In addition to their traditional classroom instruction, they offer credit recovery through Jefferson Curriculum and the online Novel Stars programs. The Cadets are already experiencing great success through these programs with an average of 5.5 credits earned with other cadets earning up to 8.5 credits during their stay at CLEP.

Youth are learning more about recycling and going green. CLEP participates in re-cycling projects sponsored through Breathitt County Solid Waste with re-cycling plastic, aluminum and paper. CLEP also participates with Breathitt RJDC in a monthly re-cycling project for paper with "Shred-It".

**Lake Cumberland Youth Development Center** – The facility continues to develop and enhance their presence within the community by engaging in a wide range of community service activities. The youth have assisted with work projects for various schools, churches, and civic organizations. Several youth recently engaged in a cleaning project for a neighboring community's fall festival which netted their youth's activity fund \$1,500 that will be used to purchase Christmas gifts and fund other holiday activities.

**Breathitt Regional Juvenile Detention Center** - This is the oldest juvenile detention center in Kentucky and required repair and upgrade last year that included replacement of the roof, total replacement of the fire alarm system, and installation of a new technologically advanced key control system (Morse Key System). The Breathitt RJDC staff remained intact, and completed all training.

The Breathitt RJDC staff, educational staff, and residents collaborated to operate a greenhouse netting approximately \$2,500 to fund the Accelerated Reader Incentive Program, a donation to Hope Lodge (lodging for cancer patients and families,) and to purchase Christmas gifts for Breathitt RJDC residents. Eight residents obtained their

GED while in placement at Breathitt RJDC.

The medical staff coordinated blood drives that resulted in approximately 240 blood donations from the staff and neighbor, the Cadet Leadership and Education Program. Finally, the Breathitt RJDC program and staff participated in a recycling program and was recognized as the county leader in collecting recyclables.

**Burnside Group Home** - Burnside was awarded ACA re-accreditation in May of 2012 with a score of 100% for the second straight re-accreditation. Burnside Group Home youth participated in several community projects including Adopt a Highway and Friends of Lake Cumberland. PBIS piloting project is continuing to be developed through collaboration efforts between Burnside Group Home and Somerset-Pulaski Day Treatment. The group home finished the fiscal year under budget with no overtime for the second consecutive year.

**London Group Home** – London Group Home admitted fourteen youth and discharged eleven during fiscal year 2012. Youth obtaining First Aid and CPR certification. Youth also learned how to plant a garden and preserve vegetables. They grew flowers in the facility greenhouse and gave flowers for Mother's Day at Carmichael Church, who previously donated the greenhouse to the program. Youth participated in the annual Laurel Lake Clean-up thru the PRIDE program.

The youth went on several educational outings and tours to the Governor's Mansion, Kentucky State Capital, White Hall Historic Museum, University of Kentucky, Toyota Factory, Camp Wildcat Mountain, Newport Aquarium and Oak Grove Fire Department. To further the youths' education and assist in treatment work a SMART Board, eight laptop computers, and various educational software were purchased. The program successfully obtained ACA re-accreditation with a score of 100% for the past two accreditations. In addition, the program successfully completed the group home's fiscal audit with no discrepancies.

**Middlesboro Group Home** – The youth at Middlesboro worked the local fall festival as well as the great Duck Race. The youth mowed Farm Bureau's lawn and picked up another mowing job this year for the Chamber of Commerce. The youth also worked with the City of Middlesboro and received a plot of land in a community garden to plant vegetables. Middlesboro Group Home had no restraints and the weekend furloughs and 30 day furloughs were successful.

## **Placement Services**

### **Alternatives to Detention Branch**

The Detention Alternatives Branch (DAC) has gone through personnel changes this year. DAC hired a new Branch Manager and two new Detention Alternative Coordinators, one in the Campbell Detention Center and one in the Louisville Community Office. The DAC in McCracken Detention retired effective October 31, 2012. There continues to be a DAC in each of the DJJ Regional Detention

Centers. The DACs continue using the Electronic ATD Electronic Tracking program, which has proven very helpful when statistics are requested.

The Standard Operating Procedures have not been re-written since they were first established, this year each SOP was reviewed and some have been re-written. This is an on-going process. The DACs continue to be an integral part of The Adair Project, which is run by the Education Branch. The DACs assist in the referral of appropriate youth and act as a liaison between the Circuit Courts and the detention center while the youth is participating in the program.

The DACs have also assisted the JDAI Coordinator in meeting with community leaders and sitting on each committee in the counties of Fayette, Campbell, and Jefferson (Louisville Metro).

### **Classification Branch**

The Classification and Placement Manual was incorporated by reference with DJJ Policy Series 200 and became effective in May, 2009. It has had no revisions since that time. The current assessment tool utilized is the Youth Level of Service (YLS).

The Interstate Compact on Juveniles was revised in 2005 and was passed by the Kentucky legislature in 2008. The Interstate Compact office has assisted the National Commission in developing a national database for Interstate Compact juveniles.

The Classification Branch has developed an existing DJJ space into an archive location and has developed a process by which to archive files internally for the entire agency which results in a cost savings of several thousand dollars annually. Additionally, web based training has been developed for this area. The Virtual Records project continues to make progress. Referrals for out of home placement are completed electronically as well as information shared by Classification to the facilities.

### **JDAI (Juvenile Detention Alternatives Initiative)**

The Juvenile Detention Alternatives Initiative (JDAI) is designed to address the efficiency and effectiveness of juvenile detention across the United States. JDAI demonstrates that communities can improve their detention systems without sacrificing public safety. The goals of JDAI are to:

- decrease the number of youth unnecessarily or inappropriately detained;
- reduce the number of youth who fail to appear in court or re-offend pending adjudication;
- redirect public funds towards effective juvenile justice processes and public safety strategies;
- reduce the disproportionate minority confinement and contact of the juvenile justice system; and,
- improve the juvenile justice system overall.

Kentucky began its partnership with JDAI in 2011 and was officially accepted as a JDAI State in 2012 with the commitment of Campbell, Fayette, and Jefferson Counties to be initial startup sites. A state and local collaborative has been formed and the Foundation will start local site assessments in January of 2013.

### **Transportation Branch**

The Transportation Branch was formed on July 16, 2001 to centralize in one unit an efficient and effective method to transport youth. The Transportation Branch is primarily responsible for transporting youth committed, sentenced, or placed in the custody of Department of Juvenile Justice to their initial placement and moving them as approved between DJJ operated and contracted programs. As scheduling allows other transportation duties may include transporting youth from placement to court, on furlough, or in Interstate Exchange.

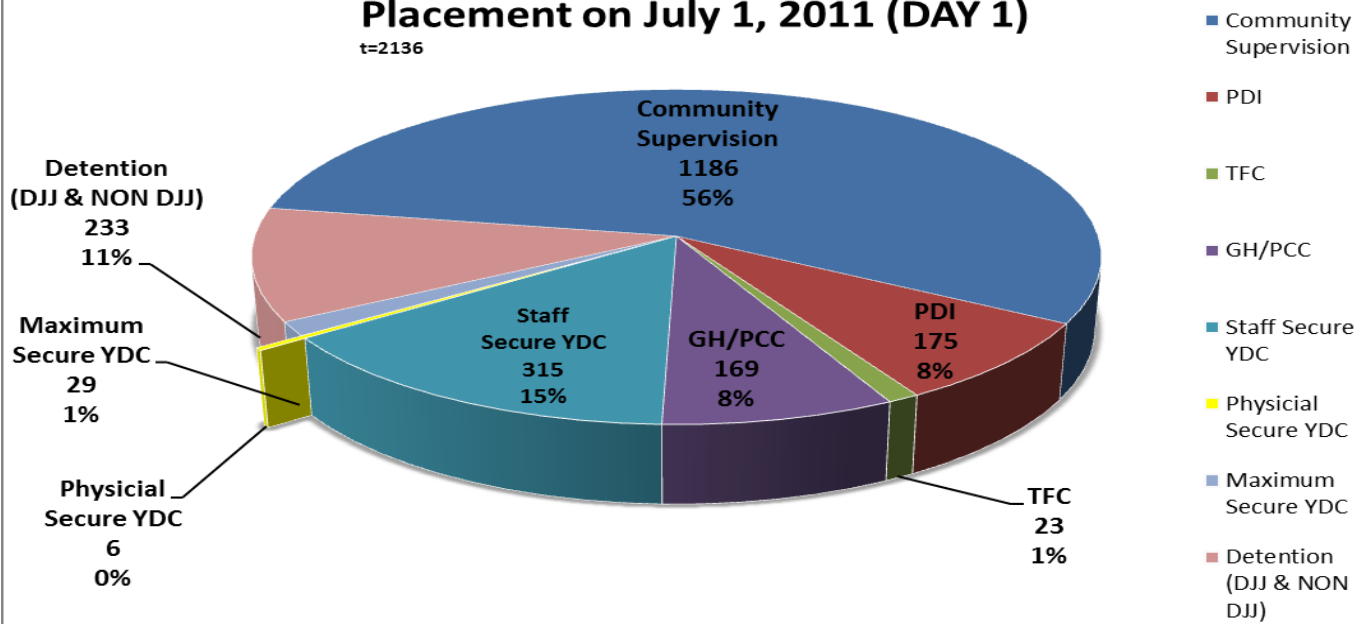
When there are no scheduled trips or training, and maintenance is up to date on the assigned vehicles with all required reports/forms completed, the transportation driver may perform additional duties for the Detention Alternative Coordinators and the Superintendents of the residential facility/detention center.

For the past couple of years the Transportation Branch has been online with Total Mobile on the handheld devices. Total mobile allows scheduled trips and transport of youth to be coordinated through the cell phone without the use of the paper requests. The paper requests are still required for court, furlough, and DAC trips.



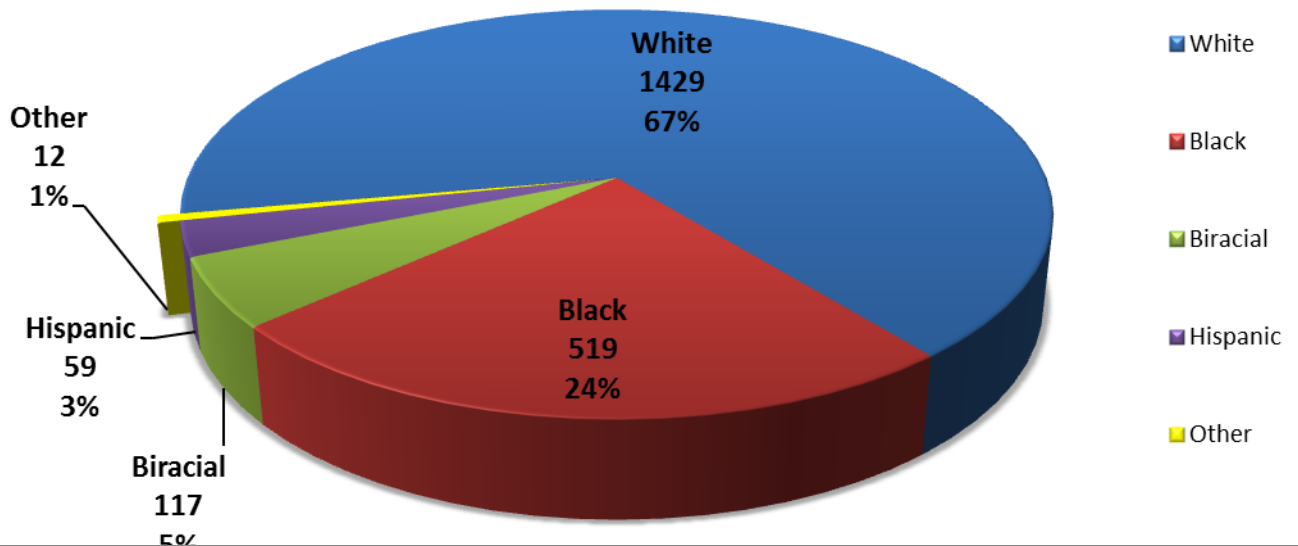
## Placement on July 1, 2011 (DAY 1)

t=2136



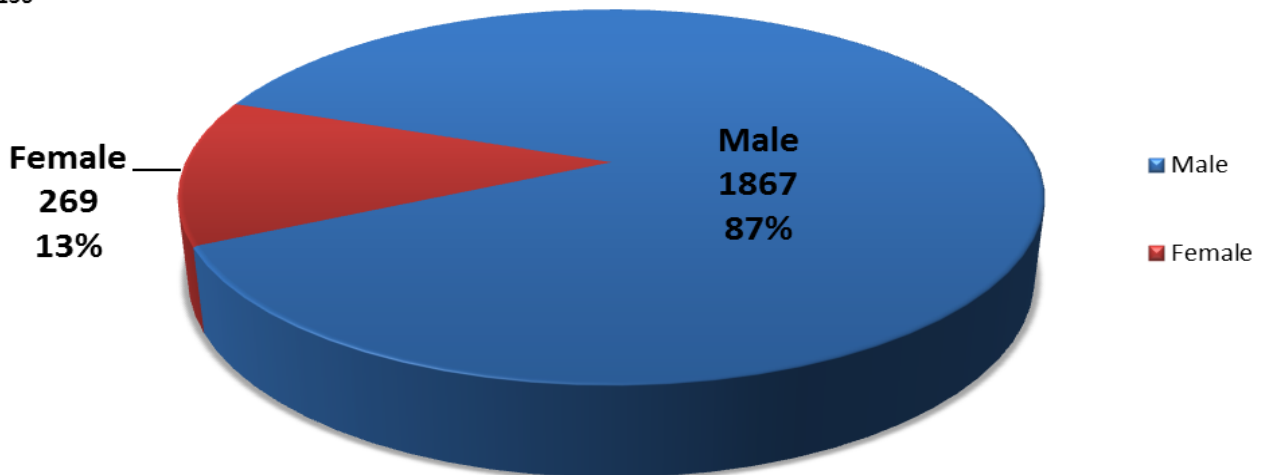
## Ethnic Breakdown on July 1, 2011 (Day 1)

t=2136



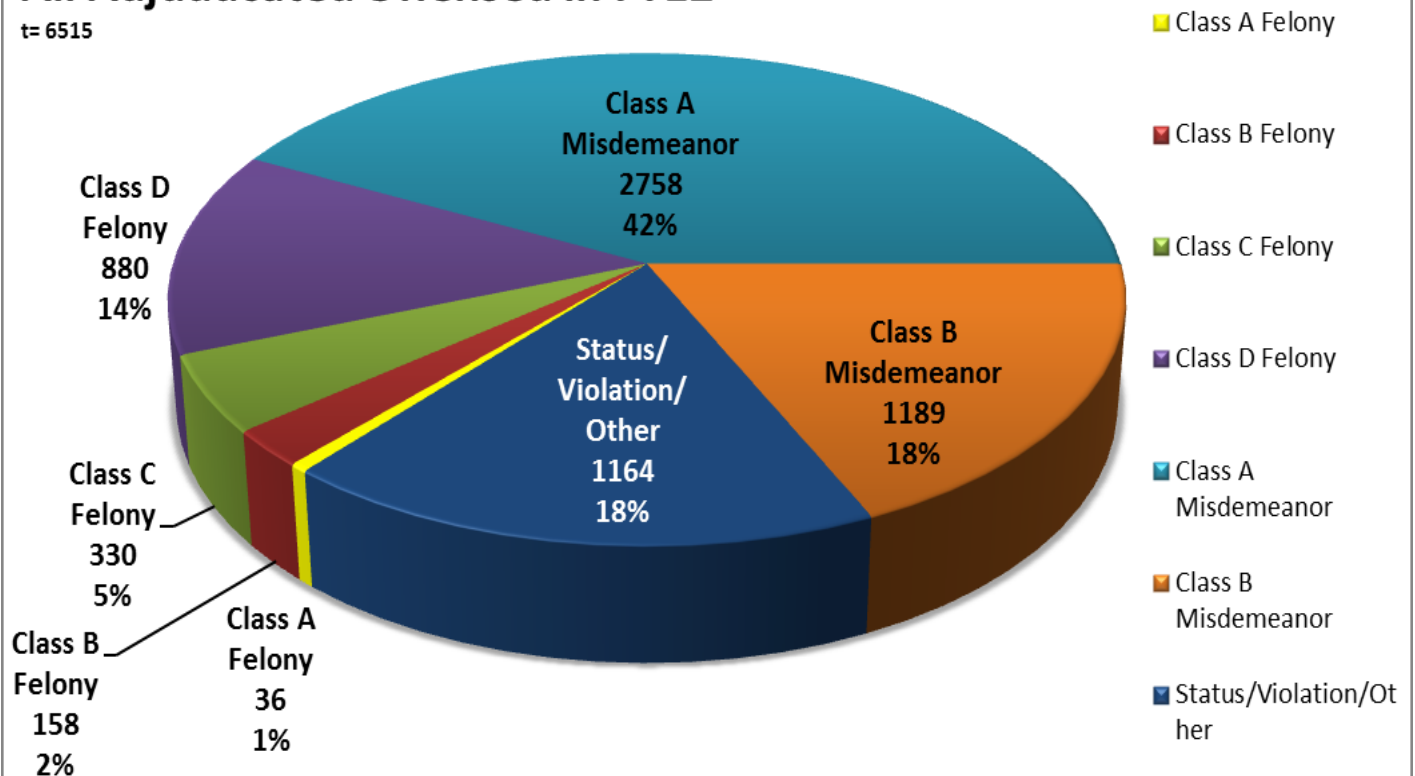
## Gender Breakdown on July 1, 2011 (Day 1)

t=2136



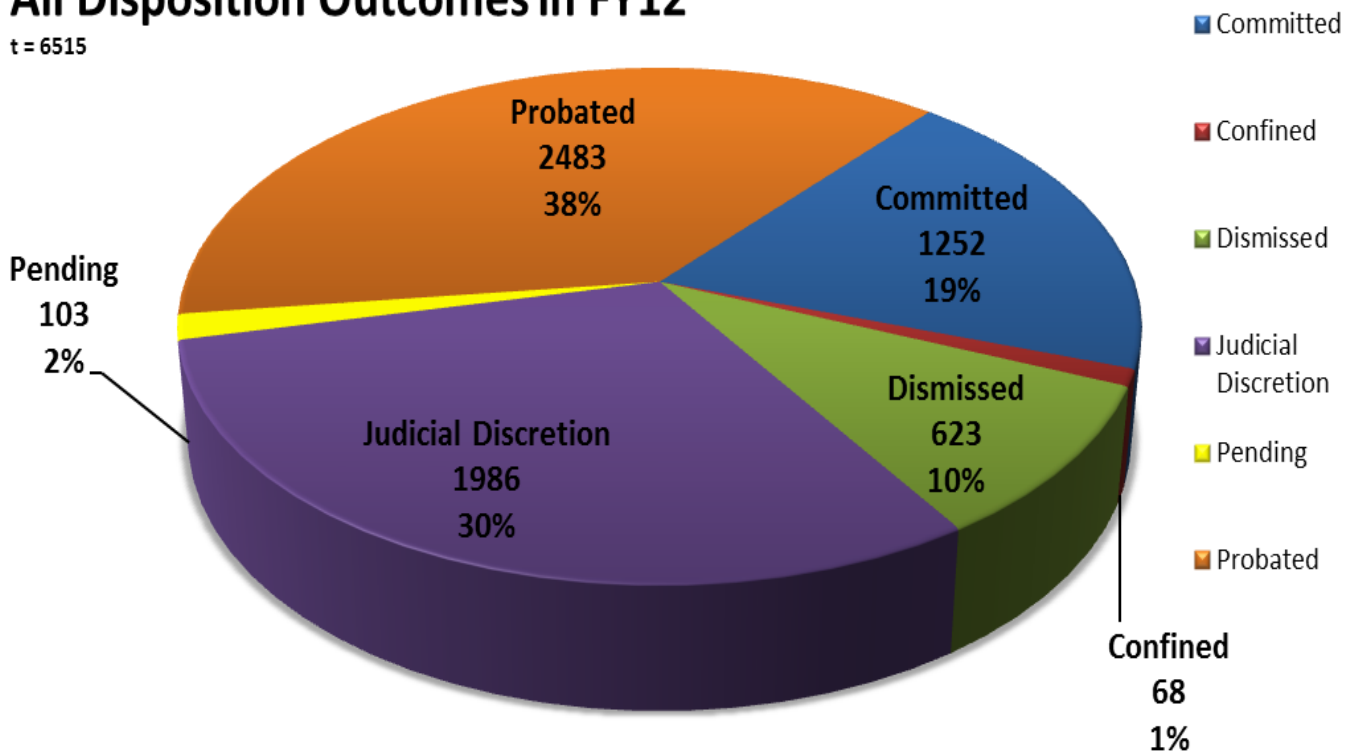
## All Adjudicated Offenses in FY12

t= 6515



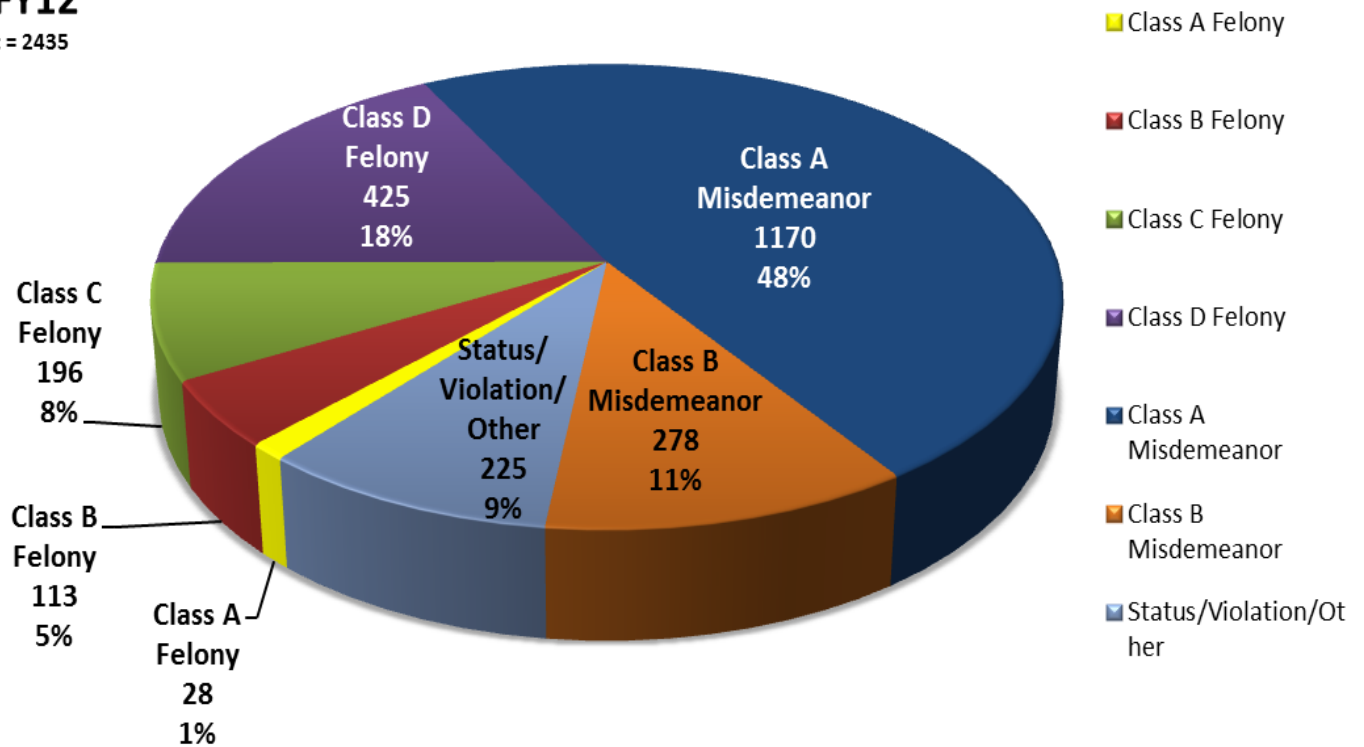
## All Disposition Outcomes in FY12

t = 6515



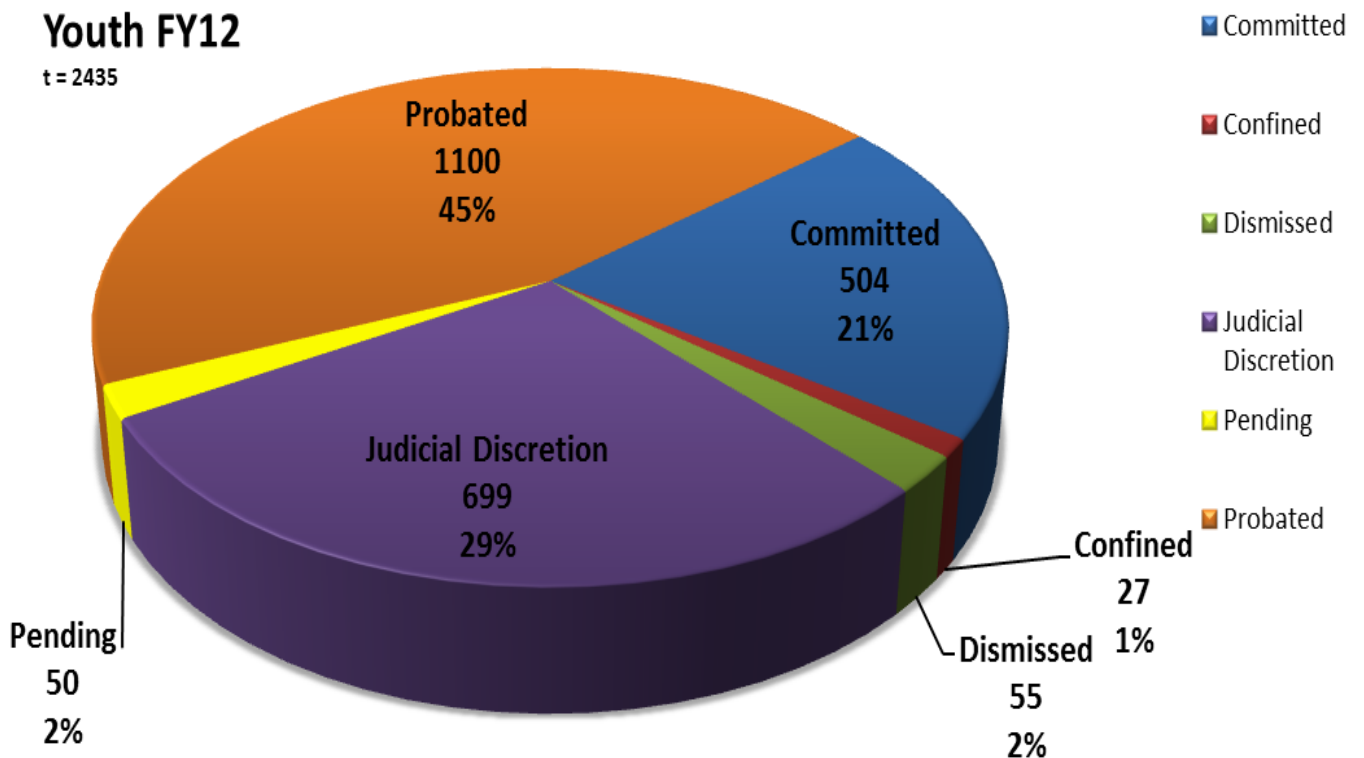
## Adjudicated Offenses filtered to Single, Highest Offense in FY12

t = 2435



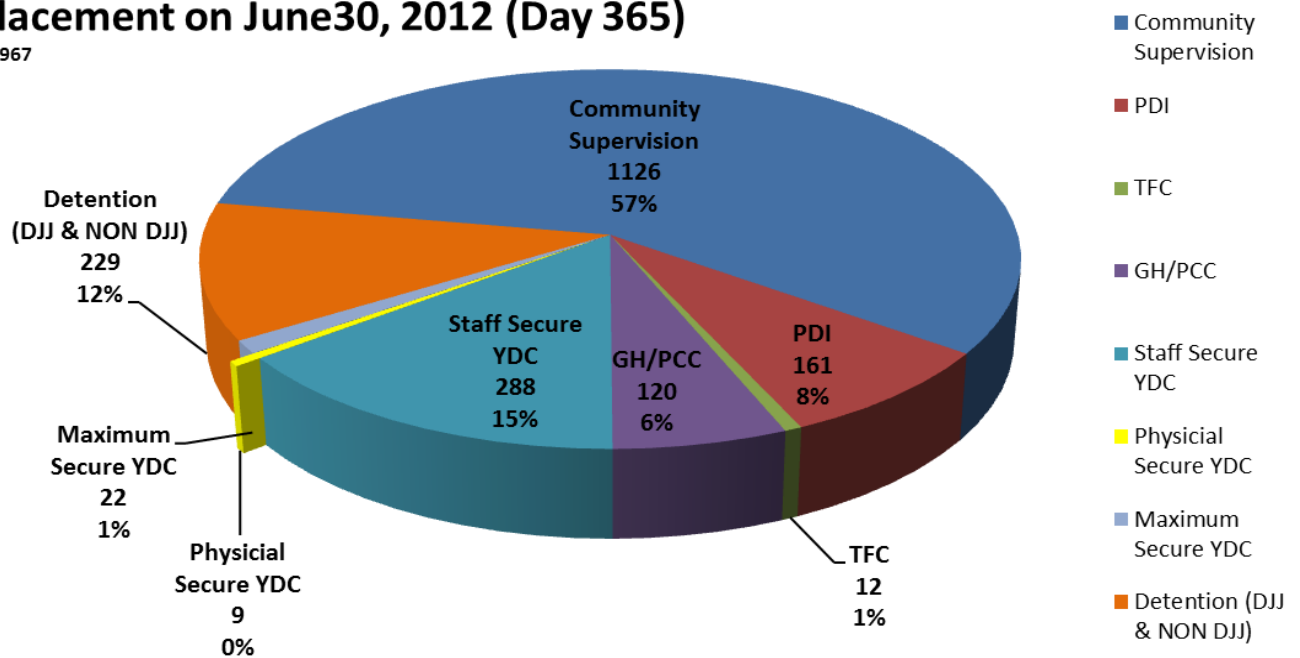
## Disposition Outcome Filtered by Single Highest Charge per Youth FY12

t = 2435



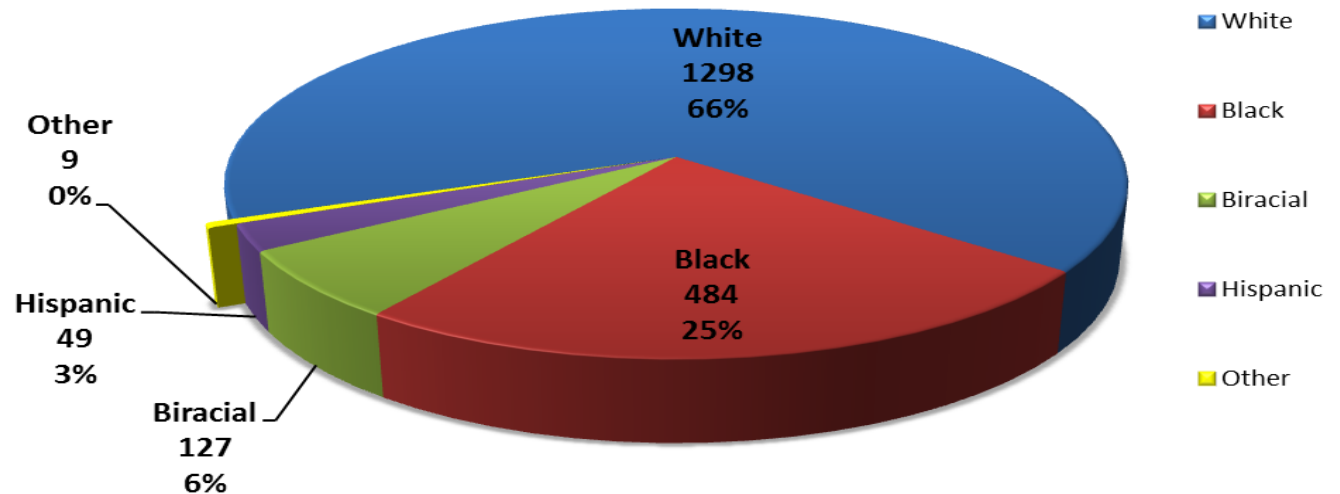
## Placement on June 30, 2012 (Day 365)

t=1967



## Ethnic Breakdown on June 30, 2012 (Day 365)

t=1967



## Gender Breakdown on June 30, 2012

t=1967

